

CHANGE OF CLUB PROCESS

(EFFECTIVE 1st MAY 2024)

GENERAL

Any athlete changing first claim club must complete a Change of Club Form and submit this with the relevant fee to **scottishathletics**

Note: For all references to **scottishathletics**, the following membership email address should be used: membership@scottishathletics.org.uk

Note: Athletes aged 15 and under at the time of changing club are not required to pay a fee but **MUST** still complete the Change of Club Form.

An athlete may wish to change clubs for a number of reasons, for example: house move, coaching, competition opportunities. The athlete should resign in writing from their former club, and then complete and submit the change of club form.

COMPETITION WAITING PERIODS

Athletes are eligible to represent their new club as an **INDIVIDUAL** immediately, subject to the following:

- acceptance of their resignation by their former club, and
- confirmation of their membership by their new club, and
- once they have informed **scottishathletics**

They are ineligible to represent their new club in **TEAM** competition until the change has been approved by **scottishathletics**.

Competing as an **INDIVIDUAL** means the athlete can compete in individual competition in the vest of their new club, but is not eligible to score points towards a team total, compete in a relay, or take part in any other form of team competition representing their new club until approved to do so.

It is the **ATHLETE'S** responsibility to advise competition providers that they are competing as an **INDIVIDUAL** whilst their change of club is being approved.

FIRST CLAIM CLUB

An athlete may be a member of as many clubs as they wish, but they are only permitted to have one **FIRST CLAIM** club. Any additional club membership is regarded as a **SECOND CLAIM** membership. See second claim section below.

Other options:

Specific discipline

- **G2 S2(2)** An athlete is permitted to join an additional club for competition in a specific discipline whilst remaining a member of their existing club if the original club is not affiliated in that discipline. This allows them to compete 'first-claim' for their additional club in that specific discipline only.

University or School Club

- Club members who are joining an affiliated university or school club will retain their first claim membership of their original club, but will additionally be considered a first claim member of their university/school club. This allows them to enter competitions under either their club or university/school club, and choose which to compete for as a first claim member.
- Athletes in full time education at an affiliated university/school may change their first claim status to the establishment without paying a fee, but **MUST** notify **scottishathletics**.
- On occasion, an entry may be received into a competition from both club and the university/school. The decision of which club to represent must be made by the athlete at the time of declaration for the event, or earlier depending on the rules of the competition.
- At the end of their education, athletes must inform **scottishathletics** of their change of circumstance. There is no charge for this change. The athlete will then no longer be eligible to

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compete for the University/School club and will revert to single first claim club status with their original club.

Example – Athlete completes their studies at Glasgow University. Whilst studying, they have retained their membership of Forres Harriers and also competed for the university. Upon graduating, they should contact **scottishathletics** to confirm they are no longer a member of their university club. Their first claim club remains Forres Harriers.

CHANGE OF FIRST CLAIM CLUB TO A NON-SCOTTISH CLUB

Athletes changing first claim club from a Scottish club to a non-Scottish club must complete the relevant forms for the new club's governing body, e.g. England Athletics.

If the athlete is leaving their Scottish club for their new club, they should complete the change of club process through the governing body of their new club and notify **scottishathletics** that they have done so.

If the athlete wishes to retain membership of their Scottish club, they must notify **scottishathletics** once the change has been approved by the relevant new governing body (e.g. England Athletics). If the athlete will retain membership of their Scottish club, the Scottish club will be regarded for affiliation purposes as their first claim Scottish club, and the club must pay the required fee. Athletes are eligible, and encouraged, to represent their first claim Scottish club in all **scottishathletics** championships.

Example – An athlete joins Thames Valley Harriers for competition purposes, but continues to live and train in Scotland as a member of Aberdeen AAC. They will compete for Thames Valley Harriers in UK National Athletics League and British Championships, but can still compete for Aberdeen AAC domestically in Scotland.

SECOND CLAIM CLUB

Athletes who join another club as second claim must notify **scottishathletics** to ensure their membership record is up to date.

Athletes may only represent their second claim club if the competition provider explicitly states in their terms and conditions that second claim club representation is acceptable. The default rule for competition is that they are open to first claim members only.

However, for **track and field** in Scotland, an athlete can choose which club to represent at the beginning of the season. Once selected, may only compete for one club over the course of the competition year.

LAPSED MEMBERS

Athletes may not need to complete a Change of Club Form if they have not represented their club in competition for a period of 3 years **and** membership of their club has lapsed. In these circumstances, they should still contact **scottishathletics** to confirm their club status.

UNATTACHED

Once an athlete has represented an affiliated athletics club, it is not possible to return to unattached status. To be eligible to compete in Championship and league events, athletes must join an affiliated athletics club. The exception to this is if they are **solely** competing in Road Walking, Road, Hill and Mountain or Trail Events.

For further guidance please see Change of Club frequently asked questions.

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FREQUENTLY ASKED QUESTIONS.

Q I am an unattached member of scottishathletics can I compete in scottishathletics Track & Field or Cross Country championships?

A Yes, but you can only compete as an unattached athlete for one year. After 12 months you are required to join an affiliated athletics club to be eligible to compete.

Q Does this include all disciplines?

A No, this does not apply to **scottishathletics** championships in Road, Hill or Trail Events where athletes can remain unattached if they compete **solely** in events in these disciplines.

Q I am leaving my current club but do not intend to join another club. Can I go back to being an unattached athlete?

A If you intend to compete in **scottishathletics** Track & field or Cross-Country Championships, or other Track & Field competitions you must become a member of another club. If you are competing **only** in open (mass participation) off track events, then you can compete as unattached.

Q I left my old club three years ago (or more) and have not represented them in that time. Do I need to complete the change of club process?

A No. Please contact **scottishathletics** to update your record.

Q I have moved to university. Can I compete for my university team?

A Yes. Please contact **scottishathletics** so that we can update your membership portal. You can then choose to compete for either the university, or the home club you are still a member of, whilst studying. Once you leave university, please let us know so we can update your record. This is the same for affiliated School Clubs.

Q I have joined a second club for training purposes. Do I need to complete a form?

A No. Please contact **scottishathletics** to update your record. The new club will be regarded as your Second Claim Club. You can compete for them only in events which state you are allowed to.

Q I have completed a change of first claim club form but missed the deadline for approval. When can I start competing for my new club?

A You can compete as an individual for your new club right away, but you cannot count as part of a team until your club change has been approved. It is your responsibility to make the organiser aware that you are competing as an individual. Once the change has been confirmed, you can compete for the new club in team competition.

Q. Can I still compete for my old club until the Change of Club has been approved?

A. Yes, but only if you are still a paid-up member and have not resigned.

Q. Can my club delay my Change of Club?

A. Your change of club will be official when the Change of Club process has been completed, and your old club has approved the move. If your old club does not respond within 10 days of the Change of Club request being submitted, the change will automatically be approved.

Q. I am a first claim member of a Non-Scottish Club, how do I change to a Scottish Club first claim.

A. Contact membership@scottishathletics.org.uk for more information.

Q. Will Power of 10 be notified of my Change of Club?

A. Yes. Scottishathletics will regularly update Power of 10 of any changes.

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INFORMATION FOR CLUBS
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1. Send the following link (Change of Club form) to the athlete:
[Change of First Claim Club \(google.com\)](#)
2. Athlete to enter personal details.
3. Athlete to choose new club and former club from drop down boxes.
4. Athlete submits form.
5. Both the new club and former club receives the form by e-mail.
6. The club they are moving to does not have to do anything.
7. The club they are leaving must approve by e-mail.
8. If approved, e-mail comes to **scottishathletics** membership.
9. If not approved e-mail comes to **scottishathletics** membership.
10. Depending on reasons for not approving the change of club, the Hardship and Rules Committee will then decide whether or not a ban or any other penalty should be imposed before the athlete can change club. The outcome will be communicated to the athlete by e-mail from **scottishathletics**.
11. If there is no response from the club the athlete is leaving after ten days, approval is automatically given to the athlete to change clubs.
12. If the athlete is over 15 years old, they must pay the £10 fee to **scottishathletics**.
13. Once payment has been received, approval to move to the new club is e-mailed to the athlete.