



The Constitution of the Tellington TTouch® Training British Isles Guild

1.0 Name

The group will be referred to as the “Tellington TTouch® Training British Isles Guild” (The Guild)

2.0 Mission Statement

Tellington TTouch® Training, Inc. is a global organization committed for over forty years to providing services and products that enhance performance, behaviour, well-being and relationships with animals. Our methods go beyond training, profoundly enriching body, mind and spirit of animals and their people. The mission of the Tellington TTouch® Training British Isles Guild is to promote this work throughout the British Isles.

3.0 Philosophy

The philosophy of Tellington TTouch® Training Inc is to:

- Honour the role of animals as our teachers.
- Respect the individuality of each animal and person.
- Celebrate interspecies connections with Tellington TTouch® Training.
- Encourage trust between humans and animals and also between humans.

4.0 Purpose and Aims

The purpose and aims of the Tellington TTouch® Training British Isles Guild will be to share and promote Tellington TTouch® Training in the British Isles and to connect with other countries' Tellington TTouch® Guilds through:

- Sharing information relevant to Tellington TTouch® Training.
- Providing a forum to facilitate the sharing of knowledge and development of skill with regard to Tellington TTouch® Training for companion animals, horses and people.
- Promoting the philosophy of Tellington TTouch® Training, those being: honour, respect, celebrating interspecies connections and trust.

5.0 UK Club Legal Status

Tellington TTouch® Training British Isles Guild will be set up as an Unincorporated Association.

Unincorporated associations are not, in law, considered to have their own legal identity thus, under the terms of this Constitution, the Tellington TTouch® Training British Isles Guild cannot own property i.e., land, buildings or enter into contracts, take out loans or employ staff in its own name.

The Tellington TTouch® Training British Isles Guild will ensure that all Committee Members of the Tellington TTouch® Training British Isles Guild Management Committee are adequately covered by Officers Liability Insurance.

Other insurance may be taken out to meet the needs of the Tellington TTouch® Training British Isles Guild Risk Assessment which will be reviewed and updated as necessary and the identified control measures put in place.

6.0 Borrowing and Contracts

Unless required for the on-going running of the Tellington TTouch® Training British Isles Guild and agreed by the Management Committee of the Tellington TTouch® Training British Isles Guild, no Guild Member nor Management Committee member may commit the Tellington TTouch® Training British Isles Guild to any loan or contract.

7.0 Membership

The Membership year will run from the 1st August to the 31st July. For the purpose of the Tellington TTouch® Training British Isles Guild this will be considered the financial year.

All Members will be subject to the regulations of the Tellington TTouch® Training British Isles Guild Constitution and to the Code of Conduct regarding the practise of Tellington TTouch® Training.

Membership of the Tellington TTouch® Training British Isles Guild does not imply nor verify fitness to practice nor competency for any individual.

All Members must be covered for the work that they do by their own insurance.

The philosophy and methods of Tellington TTouch® Training remain the intellectual property of Linda Tellington-Jones PhD (H). All Members must acknowledge any elements of Tellington TTouch® Training used in any work that they undertake.

There will be two levels of Membership of the Tellington TTouch® Training British Isles Guild available:

7.1 Full Tellington TTouch® Training British Isles Guild Membership

Full Tellington TTouch® Training British Isles Guild Membership is available for all qualified levels of Tellington TTouch® Training Instructors and Practitioners.

Full Members will have access to the Tellington TTouch® Training website including the Tellington TTouch® Training Practitioner area.

Full Members will be able to advertise their Tellington TTouch® Training workshops and be listed as a Tellington TTouch® Training Practitioner on the website with their contact details.

Any Tellington TTouch® Training Practitioner who does not want their contact details, workshops etc on the website shall inform the Management Committee through the membership application form and their details will not be displayed.

Full members will have access to the Guild Members benefits package as outlined in the annual invitation to join letter.

7.2 Student Tellington TTouch® Training British Isles Guild Membership

Student Tellington TTouch® Training British Isles Guild Membership is available to individuals who have started their Practitioner training, gained twenty-four or more credits but have not yet achieved Tellington TTouch® Training Practitioner level.

Student members will have access to a benefits package as outlined in the annual invitation to join letter.

Student Guild membership does not allow use of any Tellington TTouch® Training logos nor allow the work to be taught in any way by the Student Member. If as a Student Member you use any Tellington TTouch® Training techniques in your own workshops, clinics etc you must acknowledge that you are showing Tellington TTouch® Training but are not yet qualified to teach it.

7.3 Membership Fees

Any Tellington TTouch® Training Practitioner who pays the Membership fee will be a member of the Tellington TTouch® Training British Isles Guild.

Membership fees will be set annually by the Management Committee.

8.0 Joining the Guild

Application for Guild Membership will be through completion and return of the Membership form.

For Full Tellington TTouch® Training British Isles Guild Membership, applicants must include CPD evidence as required in the Tellington TTouch® Training British Isles Guild CPD document.

Student members should ensure that they include the online or in person courses at which they have earned the required Practitioner Training credits.

Application for Guild Membership will be through completion and submission of a Membership form.

Individuals from countries outside the British Isles which do not have their own Guilds will also be allowed to join the Tellington TTouch® Training British Isles Guild based on the same criteria detailed above.

9.0 Leaving the Guild

Annual Membership will cease if Membership is not renewed within one month of the end of the Membership year or if a member is asked to leave by the Tellington TTouch® Training British Isles Guild Management Committee. Refunds of annual Tellington TTouch® Training British Isles Guild payments will not be made under these circumstances.

10.0 Dispute Resolution

Any concerns that a Guild Member has with respect to the Guild that they wish addressed must be submitted by email to ask@ttouchtraining.co.uk. If the concern involves the Management Committee, the matter must be taken directly to Tellington TTouch® Canada by email to ttouch@shaw.ca.

11.0 Data Protection

Tellington TTouch® Training British Isles Guild will operate in accordance with current GDPR Regulations and the relevant Data Protection Act in force at the time. Registration with the Information Commissioners' Office will be taken out in accordance with the Risk Assessment and Regulation Guidelines.

Tellington TTouch® Training British Isles Guild Membership information will be held electronically on a Membership list and only used for the purpose of Tellington TTouch® Training British Isles Guild.

The information held on Tellington TTouch® Training British Isles Guild Members will be shared with Tellington TTouch® Training Inc.

Current and previous Tellington TTouch® Training British Isles Guild Members will be e-mailed, where possible, about future Tellington TTouch® Training British Isles Guild events.

Photographs taken at Tellington TTouch® Training British Isles Guild events may be used to promote Tellington TTouch® within the UK and globally but permission of people featured must be obtained in writing before any images are used for such purposes.

12.0 Management Committee

The members of the Management Committee of the Tellington TTouch® Training British Isles Guild will be elected on an annual basis but Officers can stand for re-election. The Management Committee year will run from AGM to AGM. The Management Committee must include the following three roles:

- Chair
- Secretary
- Treasurer

These three roles will be signatories for the Lloyds business bank account. This ensures that the Management Committee has access to Guild funds should the Treasurer be unable or unavailable to fulfil their duties.

The Management Committee can have up to a maximum of 7 members (including any co-opted members) and all Committee Members will have a designated role.

Guild members can be co-opted onto the Management Committee of the Tellington TTouch® Training British Isles Guild during the membership year as agreed necessary by the Members of the Management Committee. Co-opted Members can be considered either full or temporary Members of the Committee.

At least two thirds of the Committee Members of the Guild Management Committee must be present for any Committee meeting for it to be quorate.

The Guild Management Committee will meet as a minimum four times a year.

A proper written record of all meetings shall be taken by the Management Committee Secretary.

13.1 AGM

The Members of the Tellington TTouch® Training British Isles Guild will meet once each calendar year for an AGM within 2 months of the end of the Membership year.

All official documents for the meeting will be made available to Guild members by the Management Committee Secretary no less than 21 days prior to the meeting.

Members will be notified of Tellington TTouch® Training British Isles Guild Committee vacancies prior to the AGM.

All nominations to join the Management Committee should be received at least 14 days prior to the AGM so that this information can be distributed to all Guild members prior to the meeting. Each nominated member should have a proposer and seconder identified from current Guild members as part of that nomination.

The members of the Management Committee of the Tellington TTouch® Training British Isles Guild will step down at the end of each AGM. Retiring officers/members can stand for re-election onto the Management Committee. Approval of the new Management Committee will take place at the AGM.

The Chair, Secretary and Treasurer plus 50% of membership must be present at the AGM for the meeting to be quorate.

Voting on any issue raised must be carried by a 75% majority of those present at the AGM.

The Management Committee Chair will have the casting vote should this be required.

The Management Committee Secretary is responsible for taking and distributing minutes within 14 days of the meeting.

13.2 Special General Meeting

A Special General Meeting can be called by the Tellington TTouch® Training British Isles Guild Management Committee when considered necessary.

Notification of the meeting will be made to Members by the Management Guild Committee no less than 7 days prior to the meeting.

Voting on any issue raised will be carried by a 75% majority of those present at the Special General Meeting.

The Management Guild Committee Secretary is responsible for taking minutes of the meeting.

14.1 Public Liability Insurance

Stands for the purpose of publicising the Tellington TTouch® Guild and Practitioners held at any events must be covered by adequate public liability insurance. It is the stand organiser's responsibility to ensure adequate public liability insurance is in place and is in accordance with the venue's specified level of cover. Where events are taking place at commercial premises, the premises' liability insurance should cover members of the public attending the event.

14.2 Professional Indemnity Insurance

Any events run by Guild members must be covered by their own adequate professional indemnity insurance, appropriate public liability insurance and where necessary, employees' liability insurance, even for volunteers.

15.0 Accounts

All Guild monies will be banked in an account held on behalf of the Tellington TTouch® Training British Isles Guild.

Signatories for the account will be the Treasurer, Chair and Secretary of the Tellington TTouch® Training British Isles Guild Management Committee.

The funds belonging to the Guild shall be applied only to further the aims of the group eg advertising the Tellington TTouch® Training British Isles Guild and Practitioners, administrative costs of running the Guild and website. Guild funds will cover all reasonable cost in promoting the Guild and its members.

End of year accounts will be made available to Members by the Treasurer of the Guild Management Committee with the notice of the AGM.

A member must pay any agreed subscription until she or he resigns.

16.0 Dissolution

The Guild may be dissolved by a resolution agreed by majority vote of the Tellington TTouch® Training British Isles Management Committee and Guild members.

In the event of dissolution, any assets remaining after the payment of all bills will be donated to organisations with a similar philosophy or a charity decided by the Tellington TTouch® Training British Isles Guild Committee.

17.0 Amendments to the Constitution

Amendments to the Constitution shall be adopted by the Members at the Annual General Meeting or if felt necessary by the Management Committee, a Special General Meeting.

Proposals for changes from Members must be notified to the Guild secretary in writing at least 14 days prior to the AGM.

Any proposal to amend the Constitution will require a 75% majority of those present and entitled to vote.

18.0 Declaration

This Constitution was proposed by the Tellington TTouch® Training British Isles Guild's Management Committee for adoption and acceptance by Members of the Tellington TTouch® Training British Isles Guild on 10th August 2023