

Athletic Union Tiering System 23/24

Please find attached below the Athletic Union tiering system for the year 23/24. The tiering system is a recommendation about how to provide your members with the best experience possible. It is the expectation that if you manage to achieve gold tier your members have gotten the most from their year in your club. However, all clubs are only expected to achieve bronze tier. Silver, gold, and platinum are optional goals. The tier system has been updated to reduce the jump between tiers and the addition of a platinum tier. The platinum tier requires clubs to put in extra time and effort to achieve and is not expected of clubs.

If any club fails to achieve all the criteria for bronze tier, it risks de-affiliation from the Athletic Union. Bronze is a basic requirement for all clubs associated with the AU and therefore should not be challenging to complete.

From April onwards all clubs will be able to arrange a meeting with one member of the AU staff to review their achievements – please bear in mind whilst completing that proof will be expected to be provided.

Section	Tiering Level	Specification
Governance and Finances	Bronze	Reviewed the Club Constitution at the AGM, then saved in the Club Resources section of the SU website.
Governance and Finances	Bronze	Ensure you have submitted an up to date risk assessment for your club, and have it saved to the SU website.
Governance and Finances	Bronze	All AU Clubs must follow and enforce the AU Code of Conduct and circulate it around their members via email, closed Facebook groups etc.
Governance and Finances	Bronze	Up to date inventory saved in the Club Resources section of the SU website.
Governance and Finances	Bronze	Must have a minimum of twenty paid members.
Governance and Finances	Bronze	Hold a Club AGM and then make minutes of your AGM available and save under club resources online.
Governance and Finances	Bronze	Run a democratic Committee election online using the SU website.
Governance and Finances	Bronze	Club accounts must be financially stable. Clubs must not have entered a non-authorized overdraft.
Governance and Finances	Bronze	Committee members can only be current Cardiff University students. And ALL Committee members and active participants must pay their Club and AU membership.
Governance and Finances	Bronze	Any sponsorship contracts need to be approved by the AU in advance of making an agreement.
Affiliation	Bronze	All participants MUST have current AU membership and Club membership.
Affiliation	Bronze	Must have an affiliation to a National Governing Body where appropriate.



Communications	Bronze	Must display a Club refund policy on their www.cardiffstudents.com webpage.
Communications	Bronze	Well-populated and active communication tools e.g. Twitter, Facebook, Instagram and Club Website (using #TeamCardiff, 'liking' the Athletic Union Facebook and following/tagging the AU Instagram).
Communications	Bronze	www.cardiffstudents.com Club webpage must be up to date, including information online for prospective new members and contact information with photos of Committee and Wellbeing Officers.
Engagement	Bronze	At least two Club members must attend the Student's Union AGM. (Thursday 23 rd November 2023)
Engagement	Bronze	Must raise a minimum of £250 for charity.
Engagement	Bronze	Attendance at all AU Council meetings by at least two Committee members.
Engagement	Bronze	Run a Give it a Go event
Health and Safety	Bronze	Must ensure that all trip forms packs are completed and handed in on time as per our transport / trip requirements.
Socials and Behaviour	Bronze	Send at least two committee members to Bystander training and/or an equivalent when arranged.
Socials and Behaviour	Bronze	Organise at least one non-alcoholic social events annually and register it under events on Club website.
Wellbeing and Equality	Bronze	Must appoint a Wellbeing Officer
Wellbeing and Equality	Bronze	Attendance by Wellbeing Officer(s) and Social Secretary(s) at all compulsory training.
Wellbeing and Equality	Bronze	Meet minimum standards of first aid provision as specified by National Governing Bodies.
Membership Engagement	Gold	Create a Widening Access Policy or review and update one that may already exist.

Specifications with an asterisk(*) **and** at least 50% of the remaining specifications for each tier must be completed to earn the following Silver, Gold and Platinum tiers.

Communications	Silver	Club to take part in the "day of the life" Instagram reels. This can include training sessions, competitions, club meetings etc.
Engagement*	Silver	The Club must be actively involved in one SU campaign and/or other Athletic Union/University projects.
Engagement*	Silver	Club to engage with Macron on all leisure and training wear provision and have team kits/competition kits where relevant.
Engagement*	Silver	40% of members vote in SU elections.
Governance and Finances*	Silver	50% of members must vote in their own Club elections.
Governance and Finances	Silver	The club completes the Club Development Plan which is available under club's resources on their relevant page of the SU website.
Governance and Finances*	Silver	Clubs with under 50 members must raise a minimum of £400 for charity. Clubs with over 50 members must raise a minimum of £600 for charity.



Governance and Finances	Silver	Run at least one fundraising or charity fundraising event throughout the year and log the details to the AU here .
Health and Safety*	Silver	Have a minimum of one first aid trained member. Contact firstaidcourses@cf.ac.uk to book a course.
Membership Engagement*	Silver	10% of Club members must complete the annual AU Satisfaction Survey circulated to members by email.
Wellbeing and Equality	Silver	Engage with a wellbeing campaign or run a wellbeing event (e.g. coffee morning, welfare walk, movie night)
Recruitment	Silver	Where applicable if club hasn't reached capacity, clubs should engage with refreshers events to support further recruitment in semester 2.
Socials and Behaviour	Silver	The Club must host an end of year event (Awards dinner, ball etc.)
Socials and Behaviour*	Silver	Organise at least one sober social event each semester and register them as events on Club website.
Communications	Gold	Active promotion of your Club around campus such as stairwell screens, stalls, posters where appropriate.
Engagement*	Gold	50% of members must vote in the SU elections.
Engagement	Gold	The Club must be actively involved in two SU campaigns and/or other Athletic Union/University projects.
Engagement*	Gold	Club to positively engage with Student Media platforms; CUTV, Xpress Radio, Gair Rhydd, or in local and national newspapers, and TV.
Governance and Finances*	Gold	Hold a positive bank account and a 'Reserve Account' for defined long term projects or specific events which holds at least £250.
Governance and Finances*	Gold	Run one charity/fundraising event per term and log the details with the AU here .
Governance and Finances*	Gold	Clubs with under 50 members must raise a minimum of £600 for charity. Clubs with over 50 members must raise a minimum of £800 for charity.
Health and Safety*	Gold	Have one registered first aider per team and/or all trip leaders are first aid qualified. Contact firstaidcourses@cf.ac.uk to book a course.
Membership Engagement	Gold	Run at least two "Give it a go" sessions per semester, try to promote this far and wide to cover as much of the university population unless club capacity is already reached.
Membership Engagement	Gold	Put on a Give it a Go/taster session accessible to Heath /Placement students unless club capacity is already reached.
Membership Engagement*	Gold	Where applicable, each BUCS league team must provide at least one participant to undertake relevant SU driver training .
Socials and Behaviour	Gold	Organise at least two sober social events each academic semester and register them under events on Club website.
Socials and Behaviour	Gold	Arrange a collaborative interclub/Society event (non-alcoholic).
Communications	Platinum	Include disability classifications on club webpage where applicable.
Communications*	Platinum	Attempt to have Welsh translations for resources, social media, and events.
Engagement*	Platinum	Club to do one volunteering event either in partnership with a current SU project or an external organisation (Speak to staff for advice on options).
Governance and Finances	Platinum	Attempt to elect a post graduate officer or encourage a postgraduate



		representative to be committee member.
Governance and Finances	Platinum	Clubs with under 50 members must raise a minimum of £800 for charity. Clubs with over 50 members must raise a minimum of £1000 for charity.
Wellbeing and Equality*	Platinum	Promote Student Advice and Wellbeing Services
Membership Engagement*	Platinum	Personal development opportunities offered through the Club for all members such as coaching/official's courses, or courses via the Skills Development Service, as well as First Aid Courses.
Membership Engagement	Platinum	Offer a 'Coach Development Pathway' for students involved in coaching within your Club where possible.
Membership Engagement	Platinum	60% of members must vote in the SU elections.
Socials and Behaviour	Platinum	Organise at least three sober social events each academic semester and register them under events on Club website.

Are you doing something the tier system doesn't include but should? Let us know! We can review, put it in the relevant tier and update the tier system throughout the year.

