

Schedule Two: Social Clubs and Networks

What is a Network?

The Students' Association oversees and administers social activities for students to engage with. These are run by student volunteers (Network Leads), with the support of the Students' Association.

Clubs and Networks can have various purposes:

- Social: for meeting new people and chatting
- Informative/Academic: for learning new skills and gaining experience in a particular area
- Action based: for campaigning and organising collective action
- Hobby based: for participating in an activity together

How are networks set up?

Students interest in starting a network should contact the Students' Association. Students are asked to present to the Presidential Team: the name of the society; the aims and objectives of the society (which must not be contrary to those of the Association of the College values), their network idea with examples of activities for the meetings and a rationale as to the benefit the network would have for students and/or the SA.

No club or network will be recognised if its objectives conflict with those of the Association or the College values. However, this restriction will not be interpreted in a way that prevents the establishment of political, religious or ethnically based clubs and societies.

How are networks funded?

At the start of each financial year the Presidential Team will agree a sum within the Students' Association budget which will be ringfenced to aid the running of recognised clubs and networks.

Networks can access funding by engaging in the Network Awards system. More information about the Awards can be found on our website and is shared with Network Leads as part of their induction process.

There is, however, recognition that there may be essential equipment that a network needs to be topped up. In these cases, the Network Leads should raise these requests to the VP of Social and Activities. This spending will be discussed at the next SA Team meeting.

No-one from a club or network may commit either the club or network or the Association to any expenditure other than that previously agreed through the Presidential Team. The club or network shall not hold its own bank account, and all funding will be administered by the Students' Association via the finance systems outlined in Schedule 4.

What are the responsibilities of networks?

The club or network shall be responsible for promoting itself throughout the year to encourage new membership.

The Network Lead(s) of the network shall be responsible for the smooth running of all activities of the society including social events, convening regular meetings, and monitoring any CitySA-affiliated online spaces.

Network Leads are responsible for providing advance notice of all society activities to the VP of Social and Activities, via processes outlined in their role induction and training.

Network Leads are responsible for promoting a safe and inclusive environment within their society and reporting any challenges to the Students' Association without delay, and positively representing the Students' Association in line with our code of conduct.

Who can join a Network?

Any student at the college is welcome to join as many clubs and networks as they wish to. Memberships for networks are free for students, and attendance is non-mandatory for students who sign up for membership.

Students can sign up to network memberships via the CitySA website and will thereafter receive information and updates regarding the network. Students who attend consistently (3+ times) will also be added to the Network HUB Canvas page.

How does the SA monitor networks?

The VP of Social and Activities oversees the operational activity of CitySA networks, including supporting Network Leads with arranging dates, times, and locations of network meetings and events, with the support of the Students' Association admin team.

Registers are taken at all network meetings to monitor attendance numbers and to ensure Health and Safety regulations are followed for clubs meeting after college hours.

Updates to day-to-day running processes will be communicated to network leads by the VP of Social and Activities at Network Lead Monthly Meetings.

How are Network Leads and members expected to behave?

Leads should:

- Attend mandatory training
- Ensure relevant College policies are abided by within the society, including EDI and Social Media
- Escalate relevant issues to the SA

Members should:

- Abide by College policy including EDI and Social Media
- Treat all fellow members with respect and dignity
- Respect College spaces and leave them as they were found