



**Policy number: 16**

**Policy Name: Affiliation Policy 2025/2026 Season**

**Policy Owner: CEO**

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# 1. Club Affiliation Process

## 1.1. New Requirements for 2025/26

As part of ongoing improvements to support good governance, child protection, and transparency in Irish squash clubs, the following requirements will apply for all clubs affiliating for the 2025/26 season.

### 1.1.1. Club Committee

All clubs must have a named club committee consisting of at least:

- Chairperson
- Secretary
- Treasurer
- Children's Officer (where a club has a junior section)
- Designated Liaison Officer (where a club has a junior section)

Several other recommended positions

- Public Relations Officer
- Women in Sports Officer

Please complete the following short online form to provide these details -

<https://forms.gle/HsNVkAq5e6CxBUZJ6>

***(PLEASE NOTE - Without completing this form and providing these details, you will NOT be considered an affiliated club)***

These requirements are critical for compliance with Sport Ireland and Sport NI standards and are essential for eligibility when applying for public or private grant funding.

### 1.1.2. Club Constitution

Each club must have a club constitution in place. If your club does not currently have a constitution, Squash Ireland will assist in developing one. Please indicate this in the Google Form and we will contact you with support.

A template for writing your club's constitution can be found here -

<https://www.squashireland.ie/development-resources/club-development-start-a-club/>

### 1.1.3. Junior Sections – Risk Assessment & Safeguarding

If your club has a junior section, the following are mandatory:

- Submission of a Risk Assessment

- Named Children's Officer(s) with contact details provided
- Named Designated Liaison Officer(s) with contact details provided

These are essential for compliance with safeguarding standards.

#### 1.1.4. Affiliation & Competition Compliance

From October 1st, 2025, all league and competition participation will require:

- Clubs competing in leagues to be affiliated clubs
- All participating players to have up-to-date Competitive Membership

Clubs entering teams into leagues must ensure full compliance. The compliance system will be switched on from 1st October, and enforcement will begin immediately thereafter.

If club and players are not affiliated by October 1<sup>st</sup> they will NOT be eligible to play in leagues/tournaments.

### 1.2.Club affiliation payment

Rate Type	Price	Timeline
<b>Early-Bird Rate</b>	€120 / £110	If paid <b>BEFORE 1<sup>st</sup> October 2025</b>
<b>Standard Rate</b>	€150 / £130	If paid <b>AFTER 1<sup>st</sup> October 2025</b>

To complete your club's affiliation for the 2025/26 season, please make your payment to Squash Ireland using the appropriate bank details below.

#### Republic of Ireland Clubs (€ Account):

- **IBAN:** IE85 AIBK 9331 1209 5650 67
- **BIC:** AIBKIE2D

#### Northern Ireland Clubs (£ Account):

- **IBAN:** GB24 BOFI 9021 2719 1579 48
- **BIC:** BOFIGB2B

When making the payment, please ensure that your club name and the phrase "Affiliation 2025/26" are clearly included in the payment narrative/reference. This is essential for tracking and processing your affiliation.

### 1.2.1. Club Affiliation and Insurance Confirmation

Clubs will be officially affiliated only when their payment has been received, all requirements have been met, and Squash Ireland has confirmed this in writing.

Once everything is in order, we will email your club to confirm affiliation and send a copy of your Public Liability and Professional Indemnity Insurance cover.

## 2. Player Affiliation Process

### 2.1.Squash Ireland Membership Categories 2025/26

Category	Fee (€/£)	Description	Sanctioned Tournament Eligibility?
<b>Competitive</b>	€25 / £20	For players entering Squash Ireland sanctioned tournaments and leagues	✓
<b>Social</b>	€15 / £10	For club-based players who do not compete in sanctioned events	✗
<b>Social Upgrade</b>	+€10 / +£10	Optional upgrade for Social members who wish to later enter sanctioned events*	✓
<b>Student</b>	€10 / £10	For players with a valid student card	✓
<b>Junior</b>	€5 / £5	For players aged 19 and under	✓
<b>Associate</b>	€10 / £10	For non-playing members, committee members, and volunteers	✗
<b>Overseas</b>	€15 / £10	For players resident outside of Ireland wishing to enter sanctioned tournaments	✓

### 2.2.Membership Process & Payment Instructions

There are two options for membership registration:

#### 2.2.1. Club Bulk Membership Option

To affiliate your members through the Club Bulk Membership process, please follow the steps below carefully. This process ensures proper registration and avoids duplicate payments.

### **Step 1: Submit Your Member List**

Complete the Excel member list template provided by Squash Ireland and email the completed file to: [administrator@squashireland.ie](mailto:administrator@squashireland.ie)

### **Step 2: Verification & Invoice Issuance**

Squash Ireland will cross-reference your submitted list with individual sign-ups on SportyHQ to ensure no duplicate affiliations (i.e., where a player has already paid individually).

Once this check is complete, the list of players provided will be processed and an invoice will be issued to the club based on the number of valid, unaffiliated members.

*(Please note: Any payments made before verification may result in delays or complications.)*

### **Step 3: Payment of Invoice**

Once you receive the invoice, submit payment for the total amount listed. This payment completes the affiliation process for your club's members.

We will then email you to confirm the affiliations.

### **Step 4: Adding Members Mid-Season**

Additional members can be submitted and processed at any time during the season using the same Excel template.

The same verification and invoice process will apply.

#### **2.2.2. Individual Membership Registration Option**

If your club has not yet registered you as a member, you are based abroad, or you are not a member of an affiliated club, you can become a member of Squash Ireland directly, allowing you to participate in leagues and tournaments and avail of the insurance cover and other benefits.

Register as a member directly via the SportyHQ dashboard on your profile - <https://www.sportyhq.com/dashboard>

Please note that from October 1<sup>st</sup> 2025, you will be unable to enter tournaments and leagues without a valid membership. If you try to enter tournaments without a valid membership, you will be prompted to purchase the relevant Squash Ireland membership upon tournament sign-up

For assistance, please contact Tiernan Harris at [administrator@squashireland.ie](mailto:administrator@squashireland.ie).

### **3. Benefits of Club Affiliation**

#### **3.1. Insurance Coverage**

All affiliated clubs are covered under Squash Ireland's national insurance policies, which include:

- Public Liability Insurance (covering incidents at club facilities or events)
- Professional Indemnity Insurance (for coaches, officials, and committee members)

#### **3.2. Platform Access – SportyHQ**

Affiliated members and clubs receive full, free and unrestricted access to SportyHQ, the official platform used for:

- Court booking and scheduling
- Club management and communications
- Tournaments, leagues and events
- Player rankings and match tracking

#### **3.3. Funding Eligibility**

Only affiliated clubs are eligible to apply for grants, subsidies, and development funding through Squash Ireland and national sporting bodies such as Sport Ireland and Local Sports Partnerships. Compliance with governance and safeguarding requirements is essential for funding access.

#### **3.4. Child Protection & Vetting Support**

Squash Ireland provides direct support to clubs in meeting their child safeguarding obligations, including:

- Guidance on vetting procedures and compliance
- Access to up-to-date child protection policies and resources
- Support for the Club Children's Officer and Designated Liaison Person roles

## **4. Benefits of Player Affiliation**

### **4.1. Insurance Coverage**

All affiliated members are covered under Squash Ireland's national insurance policies, which include:

- **Personal Accident Insurance** (for members injured while participating in squash activities)

### **4.2. Discounted Training & Certification Courses (New for 2025/26)**

Affiliated members benefit from reduced rates on official Squash Ireland courses, including:

- Coaching qualifications (Level 0, 1 and 2)
- Refereeing and officiating certifications
- Safeguarding Level 1 and other child protection training