

2026-27 SU Club & Society Affiliation



Affiliation Overview

- Congratulations on being elected as a committee member for your SU group.
- The [handover checklist](#) will ensure you are organised and prepared for the upcoming year ahead.
- Re-affiliation deadline is Friday 29th May 2026.
- Clubs and societies will be provided with an [SU group affiliation form](#) and are expected to disclose their committee for the year.
- Constitution, risk assessment and budget for 2026-27 can be attached to the affiliation form.
- Clubs and societies regular bookings will be made by your coordinator in the summer and confirmed with you before you return.



Constitution

- A constitution is a body of fundamental principles and policies which an organisation is acknowledged to be governed.
- Committees are expected to sign the constitution as a declaration of agreement with the club's and SU's policies.
- [SU Constitution](#) is available via the link.





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Risk Assessment

- Risk assessment is a process of identifying hazards and evaluating any associated risks within your regular sessions and matches then implementing reasonable control measures to remove or reduce them.
- Risk assessments are a requirement by the SU and our insurance providers.
- When compiling your risk assessment please consider all hazards from the nature of your sport or activity, equipment, facilities and any external factors e.g travel/spectators.
- You can access the [Risk assessment](#) template here.

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RESTRICTED Budget

- [Budget form for 2026-27](#) can be accessed via this link.
- This form gives a club or society an insight on the income and expenditure they will face during next year.
- Include your membership fees for the year and they need to cover the cost of your regular sessions throughout the year.
- Any sponsorship you have planned or arranged can be disclosed on the budget form. This agreement can cover equipment, kit or any major events you have planned for 25-26.
- The budget form will give you an estimate of the expenditure and a club or society will need to find a way of running sustainably by keeping to their outlined budget.

Inventory

- Please make a list of equipment and kit that has been hand down from previous committee via the [inventory form](#) .
- If you are unsure of the price of equipment/ kit, check it's purchase price on the internet.
- If you need last year's inventory, please email activities@thesu.org.uk .





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Regular sessions

- Facility and room bookings for SU groups will be arranged by your SU coordinator.
- Your usual days and times will be booked and confirmed with your club before the start of the academic year.
- Session bookings will be during the dates below for each term:

Term 1: Monday 21st September to Sunday 20th December 2026.

Term 2: Monday 4th January to Sunday 28th March 2027.

Term 3: arranged nearer the time.

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If you have any questions on affiliation, please contact your community co-Ordinator or drop in the SU. There will be further resources and training delivered over the summer.

- Sports- Tom Milburn
thomas.milburn@thesu.org.uk
- Societies- Jasmine St John Wallis
J.StJohnWallis@thesu.org.uk

We'll look forward to seeing you back in September!!



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