



CONSTITUTION OF THE WESTERN CAPE ASSOCIATION FOR PLAY THERAPY

1. NAME

Afrikaans: Wes-Kaapse Vereniging vir Spel terapie

English: Western Cape Association for Play Therapy

2. ADDRESS

P.O Box 4149, Tygervalley, 7536

Email: speltherapie@gmail.com

3. DEFINITION OF TERMS

3.1 Executive Committee

The executive committee consists of the following portfolios:

Chairperson, Vice-Chairperson, Secretary, Treasurer and additional member(s).

3.2 Voting and Decisions

3.2.1 Ordinary decision

Majority vote by voting members present at the meeting.

3.2.2 Special decision

Two-thirds majority vote by voting members present at the meeting.

3.2.3 Voting person

Only members of the association will be entitled to vote at any meeting.

3.2.4 Membership fees

Membership fees are fees that are payable annually for membership of the association.

4. **GEOGRAPHICAL AREA**

The Provincial boundaries of the Western Cape serve as the boundaries of the geographical area of the association concerned. Persons from other Provinces can be accommodated as visitors or guests.

5. **AIMS**

To establish a professional body for play therapists and other persons in the Western Cape Province who are involved in service delivery to the child.

6. **OBJECTIVES**

- Professional support to members mutually
- The extension and development of service delivery skills
- The establishing of interdisciplinary liaison
- The establishing of learning opportunities, for example in the form of study groups
- Opportunities for mutual social interaction

7. **COMMITTEES**

7.1 **Executive Committee**

During the Annual General Meeting an Executive Committee can be elected by means of an ordinary decision for a term of office of one year. Existing executive committee members are eligible for re-election if they make themselves available, but are limited to a maximum term of office of four (4) years as executive committee members. Members of the Executive Committee become Life- Long members of the Association.

If an executive committee member resigns, an acting person will be appointed by the chairperson. At the next ordinary meeting a substitute executive committee member will be elected by means of an ordinary decision.

7.2 **Portfolios of Executive Committee**

Portfolios will be selected and appointed as identified by the members of the Executive Committee

Additional Portfolios included are: Therapy Tools and Resources
Special Funding and Therapists

7.3 Subcommittees

Subcommittees can be appointed according to needs identified by the members of the association.

Subcommittees will be appointed by means of an ordinary decision at any ordinary meeting and the members of such a subcommittee will also be elected by means of an ordinary decision.

8. MEETINGS

There will be a minimum of six (six) events during the year. One of these events will be accompanied by a meeting of the Association in November. The latter will be the Annual General Meeting.

Written notice of the date, time and place of the Annual General Meeting will be given at least fourteen (14) calendar days before the time. During the Annual General Meeting reports must be submitted by the chairperson and the treasurer.

9. MEMBERSHIP

9.1 Qualification requirement

Membership is open for any person who is interested in therapeutic service delivery to children.

9.2 Membership fees

Membership fees and daily fees are determined annually at the Annual General Meeting by means of an ordinary decision. Membership fees are payable on a yearly basis and daily fees are payable immediately before commencement of the meeting concerned.

Membership fees to be increased by R50.00 per annum.

Annual Fees are payable via EFT or cash by April of that year.

Daily attendance / Guest pay R 250.00 per session, on registration.

No Group registrations will be made, only individual registrations will be accepted.

10. FINANCES

The treasurer is responsible for the complete bookkeeping of the association's finances. The association's financial record will be audited annually by an external person and report of audited statements will be given to the members by the treasurer at the Annual General Meeting.

10.1 Funding for Special Projects

The Executive Committee will provide the members with information and proposals of Special Projects that requires funding, this will be tabled at the Annual General Meeting to be accepted or rejected by means of a special decision.

11. AMENDMENTS

Proposals for any amendments to this constitution can be made during the Annual General Meeting. Such amendment will be accepted or rejected by means of a special decision.

12. DISSOLUTION

Dissolution of this association will occur by means of a special decision at an Annual General Meeting, provided that together, with the written notice of the meeting concerned, notice was also given of the intention to take a decision regarding dissolution.

Dissolution can also occur by means of a special decision at a special meeting convened by means of a twenty-one (21) days written notice to all members, with mention of the intention to dissolve.

Any funds belonging to the association upon dissolution will be transferred to the Centre for Child, Youth and Family Studies at Wellington.

The amendments of the Constitution was presented and approved at the Annual General Meeting on 19 November 2015 at NG Bergsig Church, Durbanville

Angelique Du Toit
CHAIR PERSON

Date

19 November 2015