The British Association of Paediatric Urology & Continence Nurses (BAPUCN)

BAPUCN CONSTITUTION

1. NAME
The association will be called the British Association of Paediatric Urology and continence Nurses

2. OBJECTIVES AND PURPOSE
The objectives and purpose of the Association are:

Purpose

- To be a point of contact and support for nurses who have an interest in caring for children, young people’s and their families with urology and/or continence issues.
- To provide nurses with networks for professional support, advice and development.
- To promote and support the development of evidence-based/best practice in all fields of children’s urology and continence nursing.
- To influence and lobby external organizations and ensure that paediatric urology and continence remains on the political agenda.

Objectives

- Provide strategic direction for the Children's Urology and Continence Community.
- Participate and organise educational events within and external to our field of practice most notably the annual BAPU/BAPUCN urology course.
- Co-ordinate work including, operational plans, online website and conference activity.
• Advise and inform RCN with regards to documentation in relation to urological and continence management of children or young people.

3. COMMITTEE

There will be a committee consisting of a Chair/Secretary, Treasurer, Web-Master, Board member (2, max), co-opted BAPU course organiser

A co-opted member will be identified each year to correspond to the medical chair of the BAPU and will join the board to assist with the organization of the BAPU/BAPUCN joint course currently held in Cambridge in September of each year.

Members of other groups/bodies may be co-opted as non-voting members as required.

If a vote is required and tied, the Chair shall have an overriding vote.

**Current Committee members:**

Christine Rhodes Chair/Secretary and ESPUN board member

Joanne Searles Treasurer and ESPUN board member

Caroline Sanders Web-master and research link

Brenda Cheer Board member

Niamh Geoghegan Board member

Angela Downer co-opted board member secretary for BAPUCN course

4. MEMBERSHIP

Membership is made up of nurses with an interest in children’s urology and/or continence across the United Kingdom.

Application for membership is made via the chair of the society

Overseas members working within the field may also be eligible to join
Currently there is NO membership fee/subscription required

6. OFFICERS

Six officers of the Association form the committee these are Chair/Secretary, Treasurer, Web Master and two Board members and a co-opted member educational organizer for annual BAPUCN conference, Cambridge.

The Chairs duties are:
1. To represent the views of the Association and to lead the Association
2. To represent BAPUN when required
3. To organise meetings
4. To assist the other office holders in their duties as required
5. To manage membership issues

Term of office: 3 years.

Secretary’s duties are:
1. To circulate minutes, details of meetings and other communications to the members
2. To support the organization of the annual Cambridge BAPUCN Course with co-opted member
3. To represent BAPUCN when required
4. To assist the other office holders in their duties as required.

Term of office: 3 years

Treasurer’s duties are:
1. To manage the finances of the Association
2. To organise the financial aspect / funding to support the annual Cambridge BAPUCN Course in conjunction with co-opted member
3. To represent BAPUCN when required.
4. To assist the other office holders in their duties as required.
5. To assist the other office holders

Term of office: 3 years

Web Master duties:
1. To manage BAPUCN page / BAPU web site
2. Collaborate with BAPU Web Lead

Updated 17th August 2014 from:
Version 1. BAPUN – Friday 28th September 2012
3. Promotion and advertisement of the group at events / venues / meetings
4. Collect any feedback from members to take to the committee
5. Circulate information as necessary / newsletters / updates

Term of office: 3 years

Rules

a) Withdrawals/transfers can be made by the signatories but require prior agreement by email with at least 2 other committee members

b) 30% of the Association is needed to call an extraordinary meeting

7. ELECTION PROCEDURES

The term of Office will be three years, commencing the day after the AGM. In the absence of new volunteers to hold office, the current office holders will be invited to continue in post until a replacement is found. There is no limit to the length of service of a committee member but the opportunity to become a committee member will be offered at the end of the term at the CUCC/BAPUCN AGM and via group email.

Prospective committee members should be:
- Existing CUCC/BAPUCN members
- Active in the society
- Currently practicing nursing in the field of paediatric urology/continence.

Prospective new committee members should apply in writing to the chair and voted into office by existing committee members.

8 ANNUAL GENERAL MEETING

BAPUN/CUCC meeting are to be held twice a year and will incorporate
- Minutes of previous AGM
- Chair’s Report
- Secretary’s report; membership changes
- Treasurer’s Report
  a. Urology course accounts
  b. Association Accounts
Additional meetings will be held in conjunction with BAPUCN to organise the annual BAPU/BAPUCN course

9. RELATIONSHIPS

A). GROUPS AFFILIATED to BAPUCN:

RCN Children’s Urology/Continence Community (CUCC)
British Association of Pediatric Urologists (BAPU)

The organization of the BAPU and BAPUCN courses are combined
BAPU will provide financial support to BAPUCN as agreed by the AGM
where necessary but BAPUCN will be responsible for their own accounts

B) The association will actively communicate with, and where appropriate, play an active role in:
ESPUN- European Society of Paediatric Urology Nurses
ICCS-International Childrens Continence Society
Royal College of Nurses (RCN) and any other relevant bodies

10. COMMUNICATION

The main means of communication will be by the Chair / Secretary and by email. All members are expected to keep the secretary informed of changes to email address.

The secretary will work in conjunction with the webmaster to update the web-site and regular Newsletters for more general communication, including use of social networking sites / forums.