Fatima Elizabeth Archery Club Charter

Standards, Etiquette & Terms of Participation

FATIMA
ELIZABETH
ARCHERY CLUB

Historic Mamluk Archery

FEAC Charter

Standards, Etiquette & Terms of Participation

Fatima Elizabeth Archery Club (FEAC) seeks to cultivate more than proficiency with the bow. We aim to nurture a community shaped by **safety, discipline, good character, fellowship, hospitality and Islamic adab**.

This Charter brings together FEAC's **Code of Conduct, Club Etiquette, participation requirements and booking terms** in one place.

It applies, where relevant, to all members, archers, coaches, instructors, volunteers, parents, guardians, carers, permitted spectators, visitors and guests attending or participating in FEAC activities.

By booking, attending or participating in an FEAC session, course, competition, event or activity, participants agree to observe the standards and terms set out below.

---

1. Prophetic Foundations

The Messenger of Allah ﷺ said:

"The merciful are shown mercy by the Most Merciful. Be merciful to those on the earth, and you will be shown mercy from above."
— *Jāmiʿ al-Tirmidhī, 1924; Sunan Abī Dāwūd, 4941*

"None of you truly believes until he loves for his brother what he loves for himself."
— *Ṣaḥīḥ al-Bukhārī, 13; Ṣaḥīḥ Muslim, 45*

"Whoever believes in Allah and the Last Day should speak what is good or remain silent."
— *Ṣaḥīḥ al-Bukhārī; Ṣaḥīḥ Muslim*

These Prophetic principles inform the spirit in which we train, compete, serve and interact with one another.

---

2. The Language of FEAC

As a club rooted in the study and practice of Historic Mamluk Archery, FEAC uses a number of distinctive terms to express progression, fellowship, hospitality and the character of club life.

Where such terminology is used, the English meaning is provided so that the club remains welcoming and accessible to everyone.

Adab

Good conduct, refined manners and appropriate etiquette.

Adab lies at the heart of how we expect members of the FEAC community to treat one another.

Ini

Beginner / entry-level archer.

An archer at the beginning of their progression within FEAC.

Khushdash

Experienced / independent FEAC archer.

Within FEAC, this designation applies from a minimum **Brown Tiraz**.

Agha

Highly experienced / senior FEAC archer.

Within FEAC, this designation applies from a minimum **White Tiraz**. Senior archers may collectively be referred to as **Aghawat**.

Tiraz

The coloured insignia used within the FEAC Mamluk Archery progression to recognise stages of attainment and development.

Khushdashiyya

Fellowship, comradeship and mutual responsibility between those formed through a shared tradition of training.

Bābā

FEAC's traditional internal title for the **Club Founder**.

Khiwān al-Rumāt

"The Archers' Serving Table."

FEAC's communal table for complimentary refreshments and hospitality.

Ṣundūq al-Rāmī

"The Archer's Chest."

FEAC's equipment and storage chest.

Maṣṭabah — مصطبة

Raised platform / seating area.

The designated FEAC spectator area at our principal indoor venue.

Taybugha's Tulpar

FEAC's electric training apparatus, affectionately named after **Taybugha** and the *tulpar*, the legendary horse of the Turkic world.

al-Mudawwarah

"The Round / Swivelling One."

FEAC's traditional name for the Bābā's blue swivel chair.

These terms form part of the distinctive culture of FEAC; they are intended to enrich club life while never replacing clear communication, safety or accessibility.

---

3. Respect, Dignity & Adab

All members of the FEAC community are expected to treat one another with **dignity, courtesy, good manners and respect**.

Respect must be shown towards fellow archers, coaches, instructors, volunteers, club officials and all those entrusted with responsibility within FEAC.

Bullying, harassment, intimidation, discrimination, abusive or threatening language, deliberate humiliation, persistent hostility or behaviour that undermines the dignity or wellbeing of another person will not be tolerated.

Our expectation is simple: conduct on the range, away from the range and online should reflect the same standard of **adab**.

---

4. Range Safety & Responsible Participation

Safety is the responsibility of everyone on the range.

All range commands, safety procedures and reasonable instructions given by coaches, instructors or designated range officials must be followed promptly.

Bows, arrows and other equipment must be handled responsibly and only in accordance with FEAC instruction and safety procedures.

Any damaged equipment, hazard, accident or safety concern must be reported immediately.

No individual may shoot, coach or handle archery equipment while impaired by alcohol, recreational drugs or any other substance or condition that may compromise safe participation.

FEAC reserves the right to prevent or stop participation where a coach or instructor reasonably considers this necessary for safety or welfare.

---

5. Coaching & Instruction

During organised coaching, technical instruction is led by the appointed FEAC coach or instructor.

Members, parents, guardians, spectators and other attendees should not interfere with coaching or provide conflicting technical instruction unless invited to assist.

Archers are expected to engage respectfully with coaching and follow reasonable instructions relating to safety, training and technique.

FEAC's progression from **Ini**, through **Khushdash**, and onward towards **Agha** reflects not only technical development but increasing responsibility, maturity and example within the club.

---

6. Equipment, Facilities & Club Spaces

FEAC equipment, facilities and host venues must be treated with care and respect.

Equipment entrusted to an individual must be used responsibly, for its intended purpose and returned appropriately after use.

This includes FEAC bows, arrows, protective equipment, training apparatus, the **Ṣundūq al-Rāmī**, **Taybugha's Tulpar**, and any other club equipment.

Specialist equipment and training apparatus should only be used with the permission or supervision of an FEAC coach or instructor where required.

Deliberate misuse, reckless treatment or damage to FEAC or venue property is unacceptable.

All attendees must also observe the rules and requirements of any venue hosting FEAC activities.

---

7. Hospitality & the Khiwān al-Rumāt

Hospitality and fellowship form an important part of the FEAC experience.

For this reason, the club maintains the **Khiwān al-Rumāt — "The Archers' Serving Table."**

Refreshments made available at the Khiwān al-Rumāt are **complimentary** and are offered, subject to availability, to:

- archers;
- coaches and instructors;
- volunteers;
- parents and guardians;
- permitted spectators; and
- guests attending FEAC activities.

The Khiwān al-Rumāt is a shared communal space. Those using it are asked to take refreshments considerately, leave the area clean and orderly, and allow others the opportunity to benefit from what is provided.

Parents and guardians should appropriately supervise children using the serving area.

Anyone with allergies, intolerances or particular dietary requirements remains responsible for checking whether an item is suitable for them before consuming it.

Refreshments may vary from session to session and are provided as a gesture of FEAC hospitality rather than as part of the purchased archery service.

In the spirit of **khushdashiyya**, the Khiwān al-Rumāt represents something simple but important to the club: sharing the range also means extending hospitality to those around us.

---

8. Sportsmanship & Competition

FEAC expects its archers to demonstrate good sportsmanship in both training and competition.

Archers should:

- treat fellow competitors, coaches, judges, officials and spectators with courtesy;
- observe competition rules honestly;
- approach scoring and results with integrity;
- accept victories and disappointments with dignity; and
- represent FEAC in a manner consistent with the values of the club.

These expectations apply equally to internal FEAC competitions, postal matches, leagues and external competitions.

Progression in archery should be accompanied by progression in character.

---

9. Safeguarding & Welfare

The safety and welfare of children, young people and adults at risk are of particular importance.

Any safeguarding concern should be reported promptly through FEAC's appropriate safeguarding or leadership channels and, where necessary, referred to the relevant safeguarding authority.

Members should not attempt to investigate safeguarding allegations themselves or unnecessarily circulate sensitive information.

Where there is an immediate concern for someone's safety or welfare, protecting that individual must take priority.

---

10. Photography, Filming & Privacy

Photography and filming during FEAC activities must respect the privacy, dignity and consent of those involved, particularly children and young people.

Images, recordings or personal information relating to others must not be shared inappropriately or without the necessary permission.

Any specific FEAC photography, filming or safeguarding requirements must be observed.

Private or sensitive FEAC communications should be treated with appropriate discretion, except where disclosure is necessary for safeguarding, welfare or legal purposes.

---

11. Online Conduct

The same standards of **adab**, courtesy and respect expected in person apply to FEAC-related online communication.

This includes WhatsApp groups, social media, online meetings and any other digital platform associated with FEAC.

FEAC groups should remain respectful, relevant and conducive to a positive club environment.

Personal attacks, abusive language, intimidation, inflammatory exchanges or prolonged personal disputes are not appropriate within FEAC group or public platforms.

Members should consider the dignity and privacy of others before posting, forwarding or sharing content relating to FEAC or its community.

---

12. Opinions, Feedback & Differences of View

FEAC recognises that members may hold different opinions and welcomes respectful and constructive feedback.

Expressing a differing view or raising a genuine concern in good faith will not, in itself, be regarded as misconduct.

Differences of opinion should nevertheless be expressed courteously and without personal attacks, hostility or unnecessary assumptions concerning another person's character, intentions or motives.

Good **khushdashiyya** does not require everyone to agree; it requires differences to be handled with fairness, dignity and adab.

---

13. Raising Formal Concerns

Formal or substantive concerns relating to club management, coaching, competitions, activities or the conduct of another member should be raised privately through the appropriate FEAC channels.

Club Founder & Head Coach: Ustadh Hamid Mahmood *(Bābā)*
Club Secretary: Zanib Yaqoob
Email: info@fatimaelizabetharchery.co.uk

To avoid disrupting coaching, range operations, set-up and pack-away, substantive concerns should normally be submitted by email rather than raised during a shooting session.

Concerns raised genuinely and in good faith will be considered appropriately and respectfully.

---

14. Conduct Beyond the Range

These standards apply during all FEAC activities, including training sessions, courses, competitions, events, trips, demonstrations and external engagements connected with the club.

Where an individual attends or competes as a representative of FEAC, they are expected to uphold the dignity, reputation and values of the club.

Behaviour, whether in person or online, that seriously compromises the safety, dignity or wellbeing of others, or brings FEAC into disrepute, may be addressed by the club.

---

15. Bookings, Cancellations & Amendments

All bookings are subject to the following cancellation and amendment terms.

Less than 10 Days' Notice

Where a cancellation, amendment or non-attendance occurs with **less than 10 days' notice**, all payments are **non-refundable and non-transferable**.

More than 10 Days' Notice

Where an amendment is requested with **more than 10 days' notice**, FEAC will issue a credit voucher to enable the participant to rebook.

The voucher:

- may be redeemed once;
- is valid for six months from the date of issue; and
- cannot be renewed or extended once expired.

Where a booking is cancelled with **more than 10 days' notice**, a refund may be provided either:

- by credit voucher; or

- through the original payment method, if requested.

Any booking fee associated with a ticket remains **non-refundable**, including where a refund or credit voucher is otherwise issued.

---

16. Sessions Cancelled by FEAC

FEAC reserves the right to cancel or amend a session where necessary.

Where FEAC cancels a session, participants will be notified by email and will be offered, as appropriate:

- transfer to another available session;
- a credit voucher; or
- a refund through the original payment method if requested.

FEAC will not reimburse additional or incidental costs arising from a cancelled session, including travel, accommodation or other associated expenses.

---

17. Independent Shooters

All participants wishing to shoot independently at FEAC must:

- hold a valid **Archery GB membership**;
- have successfully completed an appropriate beginners' archery course with FEAC or elsewhere; and
- provide evidence of these requirements when requested.

Archery GB membership may be presented in physical or electronic form.

Independent shooters must provide evidence of current membership upon their first independent visit to FEAC and following annual renewal where requested for club records.

Where a beginners' course was completed outside FEAC, the participant must also provide their beginners' certificate or other acceptable evidence of completion.

FEAC reserves the right to refuse independent participation where the required evidence cannot be provided.

Where valid Archery GB membership or evidence of beginners' course completion cannot be produced when required, the booking will be **non-refundable and non-transferable**.

Within FEAC's own Mamluk progression, an experienced independent archer holding a minimum **Brown Tiraz** is recognised as a **Khushdash**. Visiting independent archers who satisfy FEAC's participation requirements do not automatically acquire this FEAC designation.

---

18. Discount Codes

Fatima Elizabeth Conglomerate discount codes are available exclusively to eligible:

- FEP;
- FEAC;
- FEYA; and
- CSFG

staff, volunteers and students.

When using a discount code, the person making the booking must state:

(a) which eligible group they belong to; and
(b) the capacity in which they belong to that group.

Bookings made using a Fatima Elizabeth Conglomerate discount code may be checked and verified.

Where a discount code has been applied incorrectly or eligibility cannot be verified, the outstanding balance must be paid before participation. FEAC may request payment by bank transfer or another approved method.

The standard cancellation and amendment terms above apply equally to bookings made using discount codes.

---

19. Junior Archers, Parents & Guardians

A parent, guardian or appropriate helper must attend with any junior archer **under 16 years of age**, unless an alternative arrangement has been expressly agreed with FEAC.

A parent, guardian or helper must also attend where a participant requires additional assistance while at the venue.

Parents, guardians and helpers who are not shooting should remain within the designated spectator area — the **Maṣṭabah** — and away from the active shooting field unless direct assistance has been agreed with the coach.

Where a parent or guardian cannot remain for the full duration of a junior session, they must inform the coach before leaving and should return at least **10 minutes before the scheduled end of the session**.

---

20. Spectators & Visitors

To maintain appropriate range safety, venue capacity and an effective coaching environment, spectators should not attend FEAC sessions unless:

- accompanying a junior archer;
- providing agreed assistance to a participant; or
- prior permission has been obtained from FEAC.

Permitted spectators are welcome to use the **Maṣṭabah**, subject to any instructions given by FEAC staff or the host venue.

Permitted spectators and guests are also welcome to enjoy the complimentary refreshments provided at the **Khiwān al-Rumāt**, subject to availability.

All spectators and visitors remain subject to the relevant provisions of this Charter while attending FEAC activities.

---

21. Arrival & Lateness

Participants should arrive **15 minutes before the advertised session start time**.

Sessions begin at the time stated on the booking.

Punctuality is particularly important because essential safety instructions, range procedures and session guidance may be delivered at the beginning of the session.

A participant who arrives late may only join at the discretion of the coach or instructor.

Where the coach determines that it is not safe or practical for a late participant to join, the booking will be **non-refundable and non-transferable**.

---

22. Fitness to Participate

Participants are responsible for informing the relevant coach or instructor of any injury, medical condition, disability, additional need or other circumstance that may affect safe participation.

FEAC will seek to make reasonable and appropriate adjustments where practicable.

Participants must not take part where they are unable to do so safely or where participation would create an unreasonable risk to themselves or others.

FEAC coaches and instructors may restrict or stop participation where they reasonably consider this necessary for safety or welfare.

---

23. Breaches of This Charter

FEAC reserves the right to take proportionate action where these standards or terms are breached.

Depending upon the nature and seriousness of the matter, action may include:

- a verbal or written warning;
- removal from a particular session or activity;
- restriction from particular activities;
- restriction or removal from FEAC WhatsApp groups, social media groups or online platforms;
- suspension from FEAC activities; or
- termination of membership or participation.

Where conduct presents an immediate concern for safety, safeguarding, welfare or the orderly running of an activity, FEAC may require an individual to stop participating or leave the premises immediately.

Serious or repeated breaches may result in suspension or termination of membership following consideration of the nature, seriousness and circumstances of the conduct.

---

24. FEAC's Right to Refuse Participation

FEAC reserves the right to refuse or discontinue participation where an individual:

- cannot satisfy a required eligibility or membership condition;
- fails to comply with safety instructions;
- presents a safeguarding or welfare concern;
- behaves in a manner inconsistent with this Charter;
- seriously disrupts coaching or club activities; or

- presents an unreasonable risk to themselves or others.

Any entitlement to a refund or transfer in such circumstances will be determined in accordance with the booking terms above and the circumstances of the matter.

Our Shared Standard

FEAC seeks to cultivate more than technical proficiency in archery.

From the **Ini** taking their first steps, to the **Khushdash** training independently, and the **Agha** carrying greater experience and responsibility, progression within FEAC should be reflected not only in the quality of one's shooting, but also in the quality of one's character.

We aspire to an environment in which:

skill is accompanied by character,
competition by sportsmanship,
experience by responsibility,
hospitality by generosity,
fellowship by khushdashiyya,
and disagreement by adab.

The **Maṣṭabah**, the **Khiwān al-Rumāt**, the range and the shooting line are all parts of the same club community: a place in which archers, families, guests and spectators should feel welcomed, respected and safe.

These standards exist to preserve the **safety, dignity, fellowship, heritage and trust** upon which Fatima Elizabeth Archery Club is built.

For questions, formal concerns or clarification regarding this Charter:

Club Founder & Head Coach: Ustadh Hamid Mahmood *(Bābā)*
Club Secretary: Zanib Yaqoob
Email: info@fatimaelizabetharchery.co.uk

Fatima Elizabeth Archery Club