



Membership Policy

1. MEMBERSHIP CATEGORIES

1.1 Communication and Language Professionals (Voting Members)

Registered Communication and Language Professional

Open to all persons who have successfully completed one or more of the qualifications as detailed in the Registration Policy and meet the criteria for registered status

Trainee Communication and Language Professional

Open to all persons who have successfully completed recognised training, and intend to apply for admission as a Registered Member of SASLI.

Non-Practising Communication and Language Professional

Members who are overseas, taking a break from the profession or otherwise not working in the field in the 12 months prior to and/or following membership renewal and who wish to maintain links with the profession but who otherwise are eligible for full registered membership.

1.2 Registered Agency Members (Non-Voting Members)

Open to all agencies providing communication support services that have met the criteria for registration.

1.3 Affiliate Members (Non-Voting Members)

Student Member

Open to all students who are enrolled in a recognised training course, but do not yet achieved the required qualifications for registration as a registered or trainee member

Individual Supporter

Open to individuals who are not otherwise eligible for membership in the categories above, as well as any organisations that wish to support SASLI's work.

2. ELIGIBILITY CRITERIA FOR MEMBERSHIP

2.1 Entry Criteria

Applicants who wish to apply for Registered or Trainee Membership must meet the following criteria:

- successful completion of SASLI application process
- registration with Disclosure Scotland
- provision of evidence of Professional Indemnity Insurance
- commitment to compulsory professional development
- payment of fees



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- where applicable, successful completion of an appropriate 'route to registration' for the particular category and level applied by the applicant.

2.2 Types of Membership Categories and Levels

- Registered Sign Language Interpreter BSL/English
- Trainee Sign Language interpreter BSL/English
- Deafblind Manual Interpreter
- Guide Communicator
- Trainee Guide Communicator
- Lipspeaker
- Agency

Information on entry requirements for each category and level can be obtained on the Registration Policy. Agencies should contact the SASLI office for Agency Guidelines.

SASLI welcomes applications from people who hold qualifications from outside the UK and/or with qualifications that are not listed on the Registration Policy. These applications will be dealt with on an individual basis and will request the individual to attend an interview and skills check.

3. MEMBERSHIP APPLICATION PROCESS

Application for, and withdrawal from, membership will follow the guidelines laid out in this Membership Policy.

Any person wishing to apply for membership should contact the SASLI office for a membership application pack. The completed paperwork should be signed and returned to the office together with any paperwork that is required.

All applicants who meet the minimum criteria will be invited for interview and skills check. The skills check consists of practical tasks appropriate to the requested category as well as an interview on ethics and professionalism.

SASLI reserves the right to request that any applicant should undertake observation and/or supervision activities before being eligible to become a Registered Member.

All Membership applications shall be approved by the Board of Trustees.

Successful applicants will be contacted in writing to inform them of their membership status and they will receive a membership pack with information and policy.

Applicants who are unsuccessful will be invited to the office to receive feedback and discuss their training and development needs to support them towards becoming a SASLI member.



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All communication and language professionals shall pay an annual subscription set and reviewed on an annual basis by the Board of Trustees. Registration and membership fees can be paid by cheque or standing order, annually at the time of membership renewal, or quarterly in 4 standing orders throughout the year.

Employees of the Company shall be eligible for membership; a person who becomes an employee of the Company after admission to membership shall continue to be a member.

4. MEMBERSHIP RENEWAL

All members must renew their membership annually. The office will send out the membership renewal paperwork at the start of each calendar year and members must return the completed paperwork before 1st April.

Any member who does not pay the membership fee by 1st May will incur an additional fee of 15% of the membership fee due. Exceptions may be granted for special or difficult circumstances. The member must contact the SASLI office immediately if s/he knows of any forthcoming issues with payments.

If the office does not receive the paperwork after 3 requests, by 1st June, membership will be automatically terminated.

5. RE-ADMISSION

Re-admission to registration/membership may be considered under the following circumstances:

- A Communication and Language Professional who wishes to change his/her status from being Non-Practicing to become a Registrant.
- A person whose registration/membership was terminated due to non-payment of fees. Re-admission will only be considered when the full amount outstanding, including late fees, has been paid.
- An ex-registrant/member who wishes to return to SASLI.
- SASLI will consider each of these cases individually, taking into account:
- The amount of time that has elapsed since the applicant last worked as a Communication and Language Professional and/or has had regular contact with the Deaf Community.
- The nature of the work that the applicant has been undertaking when not working as a Communication and Language Professional.
- Any other reasons that may prohibit registration/membership.

Any person wishing to apply for re-admission to SASLI should contact the office, in writing, with details of their request. The request will be considered at the next following meeting of the Board of Trustees.



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SASLI will request that the applicant attend for interview & skills check and may recommend that s/he undertake elements of CPD before becoming a Registrant.

6. RESIGNATION, TERMINATION AND EXPULSION

6.1 Resignation of registration/membership

A Registrant/member may at any time resign from SASLI by giving at least 7 clear days' written notice. The office will confirm the resignation in writing, inform other members and update the registration/membership list.

Any Registrant/member who resigns will not be eligible for any refund of registration/membership fees.

6.2 Termination of registration/membership

Any registrant/member, who fails to pay their fees within the timescale described in this policy, will automatically have their registration/membership revoked.

Any Trainee Communication and Language Professional, who fails to achieve their qualifications within the expected timescales, may have their registration terminated.

Any Trainee Communication and Language Professional in this situation will be fully involved in this decision and may be given the opportunity to extend their Trainee registration.

6.3 Expulsion from registration/membership

A Registrant may be expelled from SASLI following a serious or repeated complaint against them that is upheld under the SASLI Complaints Policy and Procedure.

Any person may be expelled from membership by a majority vote by the Board of Trustees, providing the following procedures have been observed:

- a) At least 21 days' notice of the intention to propose the expulsion must be given to the member concerned, specifying the grounds for the proposed expulsion
- b) The member concerned shall be entitled to be heard on the proposed expulsion at the meeting of the Board of Trustees at which the expulsion is proposed.

Any member who is expelled from SASLI in this way is not eligible to re-apply for registration and will not be eligible for any refund of registration fees.

7. RIGHTS AND OBLIGATIONS OF REGISTRANTS AND MEMBERS



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All registrants and members must:

- Uphold the Memorandum and Articles of Association • Adhere to SASLI policies and Code of Conduct
- Pay their membership fees promptly.

Registered and Trainee Communication and Language Professionals may use the designations “Registered Communication and Language Professional of SASLI” and “Trainee Communication and Language Professional of SASLI”, respectively. Registered and Trainee Communication and Language Professionals are encouraged to display the SASLI Chartermark on their business cards, websites, invoices and other stationery.

Registered and Trainee Communication and Language Professionals must comply with SASLI’s Continuing Professional Development Policy, which requests registrants to maintain and submit a record of their Continuing Professional Development portfolio to the office for ratification every year. The Registrants are requested to sign a declaration each membership year that they will undertake CPD. Failure to do so, or failure to comply with CPD requirements, may lead to termination of registration and removal from the Register.

Only Registered and Trainee Communication and Language Professionals of SASLI are entitled to vote on matters relating to the company, as detailed in the Articles of Association. Each Registered and Trainee Communication and Language Professional is entitled to one vote, either in person or by proxy.

Any Registrant wishing to use a proxy vote should contact the office in writing at least 2 days before the meeting, giving the name of the proxy who will attend the meeting and vote on their behalf. A Registered or Trainee Communication and Language Professional who wishes to use a proxy vote, may request that another registrant who is attending the meeting act as their proxy. No registrant may act as proxy for more than one other Registrant at any meeting. A blank proxy request form is available from the SASLI office.

Only voting Registrants may propose resolutions at general meetings. Any Registrant wishing to propose a resolution must inform the office in writing, giving details of the resolution, at least 6 weeks prior to the general meeting.

Any Affiliate Member who becomes a member of the Board of Trustees will have the same voting rights as any other Trustee at meetings of the Board. He/she will not have member voting rights as any other Trustee at any General Meeting.

All Registrants and Members must be given notice of and are entitled to attend General Meetings.



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Only voting Members are entitled to propose and speak on any motion in General Meetings.

Registrants and members may not enjoy the rights and privileges of registration/membership until they have paid their membership fees.

8. MEMBERSHIP OF THE BOARD OF TRUSTEES

Any registrant/member of SASLI is eligible to become a member of the Board of Trustees, as detailed in the Articles of Association.

No staff member may be a voting member of the Board.

Any ex-member of staff who subsequently becomes a Registrant/member of SASLI may not become a Trustee until a period of 3 years has elapsed since the date of his/her termination.

Any Affiliate member who becomes a member of the Board of Trustees will have the same voting rights as any other Trustee at meetings of the Board of Trustees.

Declaration of potential conflict of interest (business, financial and/or personal) must be made by any member of the Board of Trustees and by any member of other parties present at Board and general meetings. Decisions made by the Board, including removal from decision-making processes, will be recorded.

9. HONORARY MEMBERS

Honorary Members are individuals who have been nominated and elected by the membership.

An Honorary Membership is a lifetime award. The person who is nominated is an individual who has made a significant contribution to the profession of BSL/English Interpreting and other Communication Professions, but does not necessarily have to be an Interpreter or a current registrant/member of SASLI.

Recipients of the Honorary Award, who are not registrants/members of SASLI, will have no voting rights within the organisation but will receive newsletters and will be able to access SASLI social events. A proposer and a seconder, both of whom are Registrants/members of SASLI, make nominations for Honorary Membership.