

Scope: This document is a suggested Members Code of Conduct and Child Protection Policy for JKA-Shotokan Ireland registered clubs and may be used as a template for creation of the club specific policy documents. The clubs children's officer should ensure that the policy complies with the principles set out in the Code of Ethics & Good Practice for Children's Sport published by the Irish Sports Council:

(Insert Name) Karate Club: Member's Code of Conduct

Karate training should be enjoyable for everyone (adults and children). To ensure we all have a good time and train in a safe way we have some simple rules for our Dojo:

Remember, Karate Do is first and foremost about showing respect.

- Respect for yourself,
- Respect for your fellow students
- Respect for your instructor (Sensei)
- Respect for the place you train (Dojo)

All things in karate training begin with a bow, and end with a bow. Respect is shown through the student's actions.

Before Class

1. Students should arrive 5 minutes before the start of class. If you are late you should enter the dojo and wait quietly inside the door for the instructor to ask you to join the class.
2. Please bring drinking water to training. Sports/ sparkling drinks, sweets or biscuits are discouraged in the Dojo
3. Students must always bow when entering and leaving the Dojo.
4. Before class starts no running or horseplay is allowed. This can cause injury so save your energy for training during the class.
5. Remove all jewellery, rings, watches, earrings, necklaces etc. before training.
6. Toenails and fingernails must be kept clean and short to avoid injury to others.
7. All shoes and socks must be removed before class. Shoes should be left neatly beside the door.
8. If required please go to the bathroom before class.
9. If you have an injury tell the instructor before class starts.

During Class

10. Don't chat or mess during class. This is disrespectful towards other students and your Sensei
11. While in the Dojo the student should call the Instructor "Sensei".
12. Please concentrate and follow the instructions of the Sensei
13. Don't give upeven if it's difficult ..just try your personal best to do the exercises in the class.
14. If you have a question please raise your hand during class and wait for the instructor to call on you
15. Students must be respectful to fellow students and the Sensei at all times.
16. If you need to use the bathroom during class please ask the Instructor for permission. Do not just leave the class.
17. Parents are welcome and are encouraged to sit in the Dojo as spectators to see the child's progression in training at any time but are requested not to distract the class.

After Class

1. Don't forget your belongings (coat, water bottle etc).
2. Parents – please arrive before the end of class and pick children up from the dojo, **not from the car park.**

3. Students, remember karate is about respect both inside and outside the Dojo.

Children should undertake to:

- play fairly, do their best and have fun
- shake hands before and after the event, whoever wins - and mean it
- respect officials and accept their decisions with grace, not a grudge
- respect fellow team members; give them full support both when they do well and when things go wrong
- respect opponents, they are not enemies, they are partners in a sporting event
- give opponents a hand if they are injured or have problems with equipment
- accept apologies from opponents when they are offered
- exercise self-control and tolerance for others, even if others do not
- be modest in victory and be gracious in defeat
- show appropriate loyalty to their sport and all its participants
- make high standards of fair play the example others want to follow

Children should not:

- cheat
- use violence, using physical contact only when it is allowed within the rules
- shout at, or argue with, the referee, officials, team mates or opponents
- take banned substances to improve performance
- bully or use bullying tactics to isolate another player
- use unfair or bullying tactics to gain advantage
- harm team mates, opponents or their property
- tell lies about adults or other children
- spread rumours
- keep secrets about any person who may have caused them harm

Children in sport are entitled to:

- be listened to
- be believed
- be safe and to feel safe
- participate in sporting activities on an equal basis, appropriate to their ability and stage of development

(Insert Name) Karate Club: Child Protection Policy

(Insert Name) Karate Club operates in accordance with the principles set out in the *Code of Ethics & Good Practice for Children's Sport* published by the Irish Sports Council.

The Irish Sports Council document can be found here:
http://www.irishsportsCouncil.ie/Participation/Code_of_Ethics/

This document sets out the key points by which our club applies the Code of Ethics:

Transport, Events and changing rooms

1. Parents are responsible for transporting their children to and from events and club training locations. The club does not partake in organising lifts.
2. Parents are requested to pick children up from the dojo, **not from the car park.**
3. Children should arrive and leave training and events in their karate suit. If a child has to get changed at an event changing room then the parents should be present with them in the dressing room or arrange for a guardian to escort them
4. If child members must travel to an event away from the club (e.g. special training courses, grading examinations or competitions) then all transport and accommodation must be arranged by the parent / guardian. Instructors and club adult members do not provide supervision for such events.

Physical contact:

1. Unnecessary physical contact with young people should be avoided.
2. Typically the club instructor may need to fix the head, hand and foot position of a student to assist in their correct position of a technique.
3. Where any form of manual/physical support is required it should be provided openly and with the consent of the young person. Physical contact can be appropriate so long as it is neither intrusive nor disturbing and the young person's consent has been given.

Supervision:

Unnecessarily spending excessive amounts of time alone with young people away from others should be avoided by any adult involved in running the club. Adults should avoid such situations. However if such a situation arises where one child is left alone with them for any reason, the adult should try to move to a location so that are in public view (e.g. in a reception area).

Parents/guardians are welcomed and encouraged to take an active interest in the club. We hope that parents encourage their children to participate fully in class through positive reinforcement of their child's efforts. We welcome and encourage parents to observe the class at any time but request that they do not interfere or distract the class. Ideally we would like to have at least one parent sit in the hall during class purely to observe the class. This helps to ensure protection for the children and also allows the parent's to regularly see the child's progression in training.

Photography

Extract from Code of Ethics Good Practise for Children Sport: *"Parents want to be able to celebrate the achievements of their children when taking part in sporting activities through photographs and sports organisations will also want to promote their activities to encourage increased participation. The Irish Sports Council does not advocate the banning of photography but recommends that it is subject to appropriate and proportionate safeguards being in place to ensure a safe sporting environment for young people and children"*.

Therefore we have the following photography policy for (Insert club name) Karate Club:

1. Photography/video/cameraphones are not allowed at normal weekly club training sessions.

2. Photography/video is allowed at events such as grading, demonstration or competitions or to celebrate achievements by students.
3. Where a parent does not wish their child to be photographed/videoed it is the parent's responsibility to remain present at the event to supervise their child.
4. Photos on the official club website (insert URL) or official club facebook page (www.facebook.com/XXXXX) should not associate children's names with photos and vice versa.
5. External events, competitions and public events are outside the control of the club/JKA-SI and parents should investigate and be aware if there is photography policy in use at the event and satisfy themselves that they wish for their child to attend.

Mobile Phones

1. Parents/guardians and emergency contact phone numbers only should be held by the club instructors and anyone involved in running the club.
2. Group text and email is the preferred form of communication to members.
3. Updates may be posted on the club facebook page but communication via social media is generally discouraged.

Club Children's Officer and Designated Person-

1. All adult involved in running the club should undergo Garda Vetting.
2. It is desirable that each club has at least one Club Children's Officer. This should typically be an adult club member or a parent of a club member.
3. In the absence of an adult member or parent volunteer the Club Instructor will act as the Club's Children's Officer.
4. All members and parents should be notified who the Clubs Children's officer is and that they may approach the Children's Officer with any questions or concerns they may have
5. Every club/organisation should also have a Designated Person to be responsible for dealing with any concerns about the protection of children. The designated person is responsible for reporting allegations or suspicions of child abuse to Health Services Executive and/or An Garda Síochána. However, if there is difficulty identifying a separate individual to take this role, JKA Shotokan Ireland Child Protection officer's will take on this role. All members and parents should also be notified of the contact details of the clubs Designated Person.

The current Club Childrens Officer is :

Mobile:

email:

The Designated Person is :

Email: