

BBTA-CLUB-001

Code of Conduct Policy

The BBTA Taekwondo Academy UK

Document Control

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Effective Date [Insert Date]

Review Date Annually

Approved By Club Committee / Chief Instructor

Policy Owner Chief Instructor

1. Purpose

The purpose of this Code of Conduct is to promote a safe, respectful, inclusive and enjoyable environment for everyone involved with The BBTA Taekwondo Academy UK.

The Code sets out the standards of behaviour expected from all members, instructors, volunteers, parents, spectators and visitors.

The BBTA believes that martial arts are founded on respect, discipline, integrity, perseverance and self-control. Every member is expected to demonstrate these values both inside and outside the dojang.

2. Scope

This policy applies to:

- Students
- Instructors
- Assistant Instructors
- Volunteers

- Parents and Guardians
- Spectators
- Visitors
- Committee Members
- Officials

The Code applies during:

- Classes
 - Gradings
 - Competitions
 - Seminars
 - Demonstrations
 - Social events organised by the club
 - Online activity where members represent or reference the club
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3. Our Club Values

Every member should demonstrate the following values:

- Courtesy
- Integrity
- Respect
- Self-Control
- Perseverance
- Discipline
- Humility
- Sportsmanship

These values form the foundation of our club culture.

4. General Standards of Behaviour

All members are expected to:

- Treat everyone with dignity and respect.
 - Be polite and courteous at all times.
 - Follow the instructions of instructors and officials.
 - Support fellow students.
 - Train safely and responsibly.
 - Respect differences and promote inclusion.
 - Behave honestly.
 - Take responsibility for their own actions.
 - Represent the club positively.
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5. Respect

Members must show respect towards:

- Instructors
- Fellow students
- Parents
- Officials
- Visitors
- Opponents
- Competition officials
- Training venues

Respect includes:

- Listening when others are speaking.
 - Using appropriate language.
 - Looking after club equipment.
 - Respecting different abilities.
 - Encouraging others.
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6. Safety

Every member has a responsibility to help maintain a safe training environment.

Members shall:

- Follow safety instructions.
 - Wear appropriate protective equipment where required.
 - Report injuries immediately.
 - Inform instructors of any medical conditions.
 - Avoid dangerous or reckless behaviour.
 - Not participate while under the influence of alcohol or illegal drugs.
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7. Behaviour During Training

Members should:

- Arrive on time.
 - Wear a clean and correct uniform.
 - Remove jewellery before training.
 - Maintain good personal hygiene.
 - Keep fingernails and toenails short.
 - Bow and follow club etiquette.
 - Ask permission before leaving the training area.
 - Focus during instruction.
 - Respect all grades and abilities.
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8. Bullying and Harassment

The BBTA operates a zero-tolerance approach to:

- Bullying
- Harassment
- Intimidation
- Victimisation
- Discrimination

This includes:

- Physical bullying
- Verbal abuse
- Social exclusion
- Online bullying
- Sexual harassment
- Racist behaviour
- Homophobic behaviour
- Sexist behaviour

Any concerns should be reported immediately.

9. Equality and Inclusion

The club welcomes everyone regardless of:

- Age
- Disability
- Race
- Religion or belief
- Sex
- Gender reassignment
- Sexual orientation
- Pregnancy or maternity
- Marriage or civil partnership

Everyone has the right to train in an environment free from discrimination.

10. Social Media

Members should:

- Use social media responsibly.
- Never post abusive comments.

- Respect the privacy of others.
- Not post images of children without appropriate consent.
- Avoid bringing the club into disrepute online.

Cyberbullying will not be tolerated.

11. Photography and Video

Photography may only take place in accordance with the club's Photography Policy.

Members must respect the privacy of others.

Images of children require appropriate parental consent.

12. Parents and Guardians

Parents are expected to:

- Encourage positive behaviour.
 - Treat instructors and volunteers respectfully.
 - Avoid coaching from the sidelines.
 - Support club decisions.
 - Ensure children arrive and are collected safely.
 - Inform instructors of relevant medical information.
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13. Instructors

Instructors are expected to:

- Lead by example.
- Maintain professional boundaries.
- Treat all students fairly.
- Promote a positive learning environment.
- Follow safeguarding procedures.
- Hold appropriate qualifications and insurance.
- Continue their professional development.

- Never abuse their position of trust.
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14. Spectators

Spectators should:

- Show respect to everyone.
 - Avoid distracting students.
 - Follow venue rules.
 - Support all competitors positively.
 - Never abuse officials or instructors.
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15. Unacceptable Behaviour

The following behaviour may result in disciplinary action:

- Violence
 - Aggressive behaviour
 - Bullying
 - Harassment
 - Discrimination
 - Offensive language
 - Damage to property
 - Theft
 - Dangerous conduct
 - Substance misuse
 - Deliberately ignoring safety instructions
 - Bringing the club into disrepute
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16. Breaches of the Code

Depending on the seriousness of the behaviour, the club may:

- Offer advice

- Issue a verbal warning
- Issue a written warning
- Suspend membership
- Remove instructor or volunteer responsibilities
- Expel a member
- Refer safeguarding concerns to the appropriate authorities

Serious incidents may also be referred to the police or relevant safeguarding agencies.

17. Reporting Concerns

Concerns should be reported to:

- Chief Instructor
- Club Welfare Officer
- Club Committee

All reports will be treated seriously and confidentially, where appropriate.

18. Related Policies

This Code should be read alongside the club's:

- Health & Safety Policy
 - Safeguarding Children Policy
 - Adult Safeguarding Policy
 - Anti-Bullying Policy
 - Equality, Diversity & Inclusion Policy
 - Complaints Policy
 - Disciplinary Policy
 - Photography & Social Media Policy
 - Data Protection Policy
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19. Review



This policy will be reviewed annually, or sooner if:

- Legislation changes.
- Club operations change significantly.
- A serious incident indicates that revisions are required.

Member Agreement

I have read and understood the BBTA Code of Conduct and agree to follow it at all times.

Member Name: _____

Signature: _____

Date: _____

For members under 18:

Parent/Guardian Name: _____

Signature: _____

Date: _____

Approval

This Code of Conduct was approved by the Chief Instructor and Club Committee of **The BBTA Taekwondo Academy UK** and takes effect from the date of approval. All members, instructors, volunteers, parents, and visitors are expected to uphold the standards set out in this policy and contribute to a safe, respectful, and welcoming environment for everyone.