TOTAL
TAEKWONDO

CODE OF CONDUCT

v.1.22

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TOTAL TAEKWONDO

Overview of Codes

Sporting excellence and achievement are only achieved by participants and spectators through adherence to the highest moral, ethical and sporting standards.

Our underlying objective is to establish a safe, fair and inclusive sporting environment.

To achieve this ambition, we must continue to engage everyone in our sport and provide them with a safe, enjoyable, exciting and stimulating experience. The promotion of respect, good sportsmanship, high standards of behaviour and ethics are fundamental to achieving this objective. Our Codes of Conduct set out the standards and expectations that are applicable to every Member and Connected Participant involved in the delivery of Taekwondo under the auspices of Total Taekwondo and the National Governing Body – British Taekwondo.

The Code of Conduct for Members and Connected Participants is applicable to everyone involved with Total Taekwondo. This code is adapted and augmented depending on any additional roles undertaken by an individual and neither code should be read in isolation.

By becoming a member of Total Taekwondo in any capacity agreement to abide by the Code of Conduct is mandatary.

The purpose of a code is to clarify:

- What behaviours are expected/acceptable and those that are unacceptable
- The standards of practice expected
- The basis of challenging and improving practice

Breaches in standards and expectations must always be taken seriously and handled according to open and transparent regulations. The application of sanctions must be consistent, relevant and proportionate. Our disciplinary regulations define the regulations under which any breach or alleged breach will be investigated.

It is the responsibility of all Members and Connected Participants to understand Total Taekwondo's standards and expectations under the Code of Conduct and to help ensure that the code is applied by all.

Definitions

The definitions within the Code of Conduct are consistent with the disciplinary regulations; with the following terms having the meanings set out below:

Adult at Risk

means an individual aged 18 years or over "who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself from significant harm" [source: No Secrets 2009]

Child

An individual under the age of 18

Codes of Conduct

Means the set of behavioural standards which have been established as the expected minimum standards of behaviour

Competition

Any event affiliated to British Taekwondo and Total Taekwondo eg occasions where a number of teams/clubs compete together in a formal or informal structure, often with a winning individual and/or club. This can be for a social purpose, played for fun or of a more competitive nature.

Connected Participant

Means any person who from time to time participate by way of being a volunteer. For the avoidance of doubt, the Codes of Conduct and disciplinary regulations apply to connected participants involved in the sport and martial art including any family members and supporters of members

Conflict of Interest

Means a situation in which an individual has competing interests or loyalties or there may be a perception of or actual bias.

Confidential Information

Means any information supplied or disclosed that is confidential or sensitive in nature and is supplied in such a way as to impart a duty of confidence.

Disciplinary Action

Means proceedings in accordance with the disciplinary regulations.

Disciplinary Matter

Means inappropriate, incorrect, improper or unlawful conduct including breaches of the Disciplinary Regulations, the rules, regulations, codes, policies or license schemes imposed by Total Taekwondo or any conduct which is detrimental to the interests of the sport.

Disciplinary Policy

The document that defines the disciplinary procedure that will deal with any breaches or failure to comply with any Total Taekwondo rules, regulations, codes and policies.

SCO

Means Safeguarding and Compliance Officer who will act as the lead for national Child and Adult at Risk protection, and equality issues for Total Taekwondo while working alongside British Taekwondo and investigate complaints made to the NGB.

Member

Means any individual appointed as a personal member to Total Taekwondo and British Taekwondo. Sanctions resulting from the disciplinary procedure may be applied to individuals.

Social Media

Means media designed to be disseminated through social interaction. Types of social media include but are not limited to networks such as Facebook, Twitter, YouTube, Snapchat, blogs and podcasts.

Sport

means Taekwondo or any version of Taekwondo that is recognised by British Taekwondo

Guiding Principles

Total Taekwondo uses the tenets of Taekwondo to shape and frame the culture of the organisation, personal relations and decision-making.

Courtesy

- Always show courtesy to all others in the dojang and outside of training.
- Always observe etiquette and manners.

Integrity

- Always be honest to others, and to yourself.
- Resist temptation and corruption.
- Stand up for what is morally and ethically right.

Perseverance

- Always strive to advance, even in the presence of challenges and obstacles, in your training and in daily life.

Self-Control

- Always stay in control over your thoughts and your actions.
- Do not let your emotions control your actions, even in difficult situations.

Indomitable Spirit

- Always stand up for your beliefs.
- Give 100% effort in all that you do inside the dojang and in life.

Code of Conduct for All Members and Connected Participants

Our Codes of Conduct require the highest standards of conduct from everyone involved in Taekwondo. Our Codes of Conduct are applicable to all aspects of the sport and martial art are driven by the tenets of Taekwondo listed previously.

Total Taekwondo, members, coaches, connected participants (including parents) must conduct themselves in an honest, fair, impartial and transparent manner.

The Total Taekwondo expectation and requirement are that all members and connected participants will:

Respect and adhere to the rules, regulations and requirements of the sport and martial art, including, but not limited to, any competitions participated in either directly or indirectly.

Respect the rights, dignity and worth of all people involved in Taekwondo, regardless of any protected characteristic (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation).

Respect the rights, dignity and worth of Children and Adults at Risk and ensure that the Safeguarding Policy and Procedures are adhered to.

Respect confidentiality and the sensitivities of information held about other individuals.

Respect both the reputation of the sport and the individual and not take any action or make any inappropriate comments about a fellow participant, coach, volunteer, official or member of staff that will bring the sport or those associated with delivering the sport into disrepute, including making comments on social media technology.

Respect and adhere to the guidance and policies on the use of social media technology.

Respect the position held within taekwondo and always conduct and dress myself in an appropriate manner

Respect the result of a competition and not seek to influence the outcome or achieve personal gain from influencing an outcome through either direct or indirect involvement.

Furthermore, we expect that everyone will:

- Recognise that individuals bring different qualities and attributes and celebrate them
- Recognise the achievements of others and applaud their success
- Maintain appropriate levels of membership, insurance and criminal records checks as appropriate to their role and member status
- Be on time, dressed appropriately and ready to give full attention
- Welcome new members, volunteers, and connected participants and cooperate with all
- Endeavour to ensure that all involved in Taekwondo optimise their potential by promoting the positive aspects of the sport
- Ensure that everyone has an opportunity to participate in a fair, honest environment by rejecting cheating, abiding by anti-doping policies and not taking illegal substances immediately prior to or while participating in the Sport/Martial Art
- Display modesty in victory and graciousness in defeat; be sporting regardless of winning or losing and acknowledge opponents and the referees at the end of a competition
- Listen to and cooperate with officials' decisions
- Be in control of their emotions and understand that verbal, emotional and physical abuse of, or deliberate distraction of, officials, coaches, spectators or participants is not acceptable or permitted behaviour
- Enjoy the Sport/Martial Art and ensure others can enjoy it too

Total Taekwondo do not accept the following:

- The use of inappropriate or abusive language, inappropriate relationships, bullying, harassment, discrimination (either in person or via social media) or physical violence
- Any abuse or misuse of any relationship of trust or position of power or influence
- Impingement on others enjoyment of Taekwondo or performance due to consuming alcoholic drinks immediately prior to or whilst participating in the sport/martial art, or while safeguarding children or adults at risk
- Bringing the sport into disrepute through taking any illegal substances
- Arguing with an official or participant during the competition
- Arguing with coaches or members within or outside of lessons.

Attached as appendices are Codes of Conduct for individual roles to provide further clarity for each member or connected participant. Total Taekwondo have the right to use these as part of an induction into the club requiring signed copies if we wish to do so.

Appendix A
Additional Code of Conduct for Children & Young Athletes

As a child or young athlete under the age of 18 years I have the right to:

- Be safe and protected
- Be listened to
- Be respected and treated fairly
- Be believed
- Ask for help
- Be coached by someone who has the right qualifications

As a young athlete I will respect the Code of Conduct and I will:

- Be friendly and supportive to other students
- Keep myself safe
- Tell my coach if I am ill, injured or don't feel safe
- Compete fairly and respect other students and officials
- Respect the rules of my club
- Behave and listen to all instructions from my coach and officials
- Take care of equipment owned or provided by the club or training facility
- Keep to agreed timings for all club activities
- Tell my parents/carers where I am or if I am going to be late
- Use safe transport

I will not:

- Use bad language or take part in any inappropriate or illegal behaviour
- Bully anyone or pressure them to do things they do not want to, including online
- Use my mobile phone during training, competitions, or in changing rooms
- Carry or consume alcohol or illegal substances

I understand that if I do not follow this code actions can be taken, parents/carers will be informed, and I may:

- Be asked to apologise for my behaviour
- Receive a verbal or written warning from Total Taekwondo or British Taekwondo
- Be suspended from attending club training sessions for a fixed period
- Be suspended from participating in domestic and/or national competitions for a fixed period
- be asked to leave the Total Taekwondo

Appendix B
Additional Code of Conduct for Senior Athletes

As a responsible athlete I will:

- Respect the rights of every student, coach, technical official and others involved in Taekwondo and treat everyone equitably
- Uphold the same sporting values away from sport as I do when engaged in Taekwondo
- Participate within the rules of the sport/martial art
- Consistently promote positive aspects of the sport/martial art and never condone rule violations or the use of prohibited substances
- Challenge and report inappropriate behaviour by others
- Maintain strict boundaries between friendship and intimacy with a coach or official
- Adhere to the Code of Conduct for All Members

I will not:

- Swear or use abusive language whilst in athletics venues, at club functions and events, or when as part of a team/squad
- Engage in inappropriate or illegal behaviour
- Misuse or abuse sporting equipment and venues

I understand that if I do not follow the Codes action can be taken and I may:

- Be asked to apologise for my behaviour
- Receive a verbal or written warning from Total Taekwondo or British Taekwondo
- Be suspended from attending club training sessions for a fixed period
- Be suspended from participating in domestic and/or national competitions for a fixed period
- Be asked to leave Total Taekwondo

Appendix C
Additional Code of Conduct for:

- Coaches
- Assistant coaches
- Club Welfare Officers
- Team Managers
- Referees
- Volunteers

The Code of Conduct for All states the values and standards always expected. In addition to these, when in my capacity as one of the above:

I will:

- Be a positive role model for Taekwondo by acting in a way that projects a positive image of my role and being fair, considerate and honest with participants and officials
- Maintain appropriate membership, insurance and criminal records check to allow me to fulfil my role
- Display high standards in my language, manner, punctuality, preparation and presentation to ensure that all time spent with me by participants or colleagues is a positive experience
- Exercise reasonable care and skill when carrying out my duties, including but not limited to, keeping up to date with the latest practices and development by taking advantage of personal and professional opportunities made available to me
- Be consistent, independent and demonstrate complete impartiality through exercising reasonable care and skill to enforce the rules of Taekwondo when officiating
- As a coach seek to inspire and motivate in accordance with an individual's abilities to enable them to participate to the best of their ability and realise their potential
- As a coach provide athletes with planned and structured training programmes appropriate to their abilities and goals by ensuring that equal attention and opportunities are available to all, including those requiring a modified plan due to sickness or injury
- Ensure that the training and/or competition environment is safe and appropriate for the age, physical and emotional maturity, experience and ability of the athletes
- Ensure that I follow instructions and comply with all health and safety regulations that apply to the role I am undertaking

I will not:

- Conduct an inappropriate relationship with a student under 18 years of age (an intimate relationship with someone under 16 years is a criminal offense)
- Not exert undue influence to obtain personal benefit or reward
- Neglect my responsibility for any child in my care at any time
- Vacate the venue until the supervision of the safe dispersal of all the athletes is complete (NB delegation of this duty may be allocated to another official)
- Bully a child either physically or verbally, nor reduce a child to tears as a form of control
- Engage in rough, physical or inappropriate behaviour
- Allow the use of inappropriate language to go unchallenged
- Do things of a personal nature for a player that they can do for themselves
- Contravene the additional guidelines outlined in the Safeguarding Policy and elated policies

I will abide by this code of conduct and promote it to others. I understand that if I do not follow this code or associated guidelines, the following sanctions may be taken by British Taekwondo:

I may:

- Receive a verbal warning, written warning and/or fine
- Be required to attend safeguarding training or training appropriate to the breach
- Be suspended for a fixed term period either from full Total Taekwondo training or competition coaching
- Be removed from British Taekwondo which may also lead to a referral to the relevant criminal records Service

Appendix D
Additional Code of Conduct for Parents/Carers

The enjoyment and safety of your child when involved in an activity is of paramount importance to Total Taekwondo. Every participant will be encouraged and asked to ensure their behaviour and actions meet the values and standards always expected of them. As parents/carers, you are asked to support our all-encompassing code of conduct and additionally:

As a parent/carer, I will:

- Encourage my child to play within the rules and respect officials' and coaches' decisions
- Support my child's efforts and performance, giving positive comments that motivate and encourage continued effort and learning
- Understand that competition is about winning and losing, so results are always accepted without undue disappointment
- Be a positive role model to my child by helping them to work towards skill improvement and good sportsmanship
- Remember that children learn best by example; I will applaud good play by both my child and their opponent
- Thank the coaches, officials and other volunteers who give their time for my child and not interfere with or question their decisions
- Respect the rights, dignity and worth of all people involved with Total Taekwondo, regardless of any protected characteristic
- Read the rules of the sport to better understand what I am watching and discussing with my child
- Promote this code of conduct to other parents, carers and supporters
- Be aware of the Safeguarding Policy and ensure that any concerns are reported to the Club Welfare Officer and/or the Safeguarding & Compliance Officer at British Taekwondo

As a parent/carer, I will not:

- Pressure my child in any way; I know that this is their sport not mine
- Use inappropriate language, harass athletes, coaches, officials or other spectators
- Criticise or ridicule my child for making a mistake or losing during or after the match
- Force my child, if they are unwilling, to participate in the sport
- Arrive at an activity under the influence of alcohol or drugs
- Use social media to bring the sport into disrepute or make an inappropriate comment about an athlete, coach, official, volunteer or any other member of British Taekwondo
- Consume alcoholic drinks either immediately prior to or while being at a Taekwondo activity where my child is participating in the sport
- Take part in any illegal activity including the taking of illegal substances

I understand that inappropriate pressure on children, and poor behaviour of adult spectators can sometimes make children drop out of sport. I accept that this code promotes good spectator behaviour and that if I do not follow this code action will be taken and I may:

- Be asked to apologise for my behaviour
- Receive a verbal or written warning
- Receive a fixed term suspension from attending Total Taekwondo training sessions and events
- Be suspended from attending all domestic and national competitions
- Be required to leave Total Taekwondo

TOTAL TAEKWONDO

Total Taekwondo Code Of Conduct

By Signing below you are verifiying that you have red and understood the Total Taekwondo Code Of Conduct and that you will uphold the Conduct standards set by Total Taekwondo and British Taekwondo.

Full Name:	Signature:	Date: