



***Code of Conduct For Coaches and Volunteers
24-04-2022***



Introduction

Southampton Kendo Club aims to bring kendo to everyone who wants to study it. To train kendo safely we need to behave with respect and consideration for each other. To ensure we have a common understanding of what is expected we have created this code of conduct. Repeated or egregious breaches will result in you being expelled from the club.

Absolutely no harassment or bullying will be tolerated, verbal or physical. Absolutely no discrimination based on protected characteristics (real or perceived) will be tolerated.

In addition to the code of conduct for members, we would like all coaches and volunteers to:

1. General Behaviour:

- a) Respect member's trust and rights whilst being honest and open with them.
- b) Champion everyone's right to take part and tolerate people's differences in our club by not discriminating against anyone, regardless of race, gender, sexual orientation, religion or ability.
- c) Use constructive and positive methods of developing member's skills, without humiliating or harming them.
- d) Behave appropriately online in accordance with our online safety and acceptable use policy.
- e) Challenge and address instances of poor, negative, aggressive or bullying behaviour.
- f) Lead by example when it comes to good sportsmanship, positive behaviour and commitment to the sport.
- g) Consider your behaviour; do not engage in any behaviour that constitutes any form of abuse.
- h) Respect your position of trust and maintain appropriate boundaries and relationships with members, especially young people. Engaging in sexual behaviour with any child under the age of 16 is illegal.
- i) Make our club a friendly and welcoming place to be.

2. Safety:

- a) Promote safety when training.
- b) Implement our safeguarding policy and procedures.
- c) Report any concerns about, or allegations of, abuse or poor practice to our safeguarding officer.
- d) Listen to any concerns that members, visitors, parents or young people might have.
- e) Keep all coaching, first-aid and safeguarding training up to date



- f) Keep members in your sessions safe by supervising appropriately, using safe methods and techniques and by putting member's safety first.
- g) Make sure you've got appropriate ratios of coaches to participants before the session begins.
- h) Ensure equipment is fit for purpose, safe to use and accessible.
- i) Stop the session if an injury happens, administer minor first aid and call for help when necessary. Telling everyone to line-up and face forwards ensures you know where everyone is, and allows some privacy while you treat the patient.

3. Our responsibility

As a member taking part, we understand you have the right to:

- a) Enjoy the time you spend with us and be supported in your role.
Be informed of our safeguarding and reporting procedures and what you need to do if something isn't right.
- b) Have access to ongoing training in all aspects of your role.
- c) Be listened to.
- d) Be involved and contribute towards decisions within the club.
- e) Be respected and treated fairly by us and our governing body.
- f) Feel welcomed, valued and not judged based on your race, gender, sexual orientation, religion or ability.
- g) Be protected from physical or emotional abuse from members or visitors and be supported to resolve conflicts.

Concerns, Complaints and Safeguarding

If you would like to report any concerns, complaints or incidents, even if you're just a witness, please contact one of our coaches. If you don't feel comfortable talking to our coaches, you may contact the British Kendo Association or the leader at any other BKA club.

All complaints will be taken seriously. All complaints will be investigated. Anyone reporting, and any victims, will be protected from retaliation.

- a) If the report only involves members of SKC, we will investigate internally.
- b) If the report involves a member of another club, the leader of the other club will be approached.
- c) If the report involves any coach or officer, of our club or another, then the British Kendo Association will be approached.

You can contact us at complaints@southamptonkendo.co.uk (goes to all safeguarding officers and the dojo leader), or speak to us privately in person.

For reports of criminal behaviour, these should also be reported to the police.

If anyone's safety is in immediate danger, call the police on 999.