



## AKF Inc Coach's Code of Ethics

As coach, I ..... promise to observe and comply with the Karate Coach's Code of Ethics at all times when coaching for the safe and positive development of the athletes and students and will adhere to the following specifics as set down below.

1. I will maintain coaching accreditation, keeping up to date with the latest coaching practices, the principles of growth and development of young people, and First Aid or Resuscitation and ensure my assistants do so also.
2. Operate within the rules and spirit of Karate, promoting fair play over winning at any cost.
3. Provide a safe environment for the practice of karate-do and competition training
4. Ensure that proper equipment and facilities used meet safety standards and are appropriate to the age and ability of all athletes/students and the situation
5. Adequately plan all activities which will be closely supervised
6. Develop clear written rules for training and general conduct, operating within the rules and spirit of Karate and teach athletes/students to do the same
7. Keep adequate records on administration, coaching and athletes/students
8. Athletes/students warned of inherent risks of the sport
9. Encourage and support opportunities for people to learn appropriate behaviours and skills.
10. Support opportunities for participation in all aspects of Karate.
11. Treat each person as an individual.
12. Respect the rights and worth of every person regardless of their ability, gender, sexuality, cultural background or religion.
13. Display control and courtesy to all involved within Karate.
14. Respect the decisions of officials, coaches and administrators in the conduct of all areas of Karate.
15. Wherever practical, avoid unaccompanied and unobserved one-on-one activity (*when in a supervisory capacity or where a power imbalance will exist*) with people under the age of 18 years.
16. Adopt appropriate and responsible behaviour in all interactions.
17. Never ridicule or yell at a young athlete/student for making a mistake or not coming first nor allow other athletes/students to do so.
18. Be reasonable in my demands on athletes/students and other coaches
19. Do not coach while under the influence of alcohol or drugs nor allow other coaches or athletes/students to do so
20. Adhere to the AKF Inc policies on no smoking in the dojo and no drugs or doping including blood or genetic doping, in and out of competition and the dojo.

**Signed:** ..... **Dated:** .....

**Please turn over to continue Code of Ethics and Behaviour**

# AKF Inc NCAS Coach's Code of Ethics

21. Act with integrity and objectivity, and accept responsibility for my decisions and actions
22. Ensure my decisions and actions contribute to a safe environment.
23. Do not allow harassment, discrimination, bullying, or victimisation in the dojo or competition.
24. Do not tolerate or participate in harmful or abusive behaviours.
25. Place the safety and welfare of the athletes above all else.
26. Any physical contact with a person should be appropriate to the situation and necessary for the person's skill development.
27. Be honest and do not allow my qualifications to be misrepresented.

- I have read the Code of Ethics and Behaviour that is regarded as inappropriate behaviour and in breach of the Coach's Code of Ethics and behaviour
- I am aware I may be at risk of deregistered if I do not abide by the Code of Ethics and Behaviour Agreement.
- I am aware I will not be registered with NCAS if I do not sign the Code of Ethics and Behaviour Agreement
- I am aware I will be deregistered if I breach the Code of Ethics and Behaviour

Signed: ..... Dated: .....

**Please turn over and sign the Code of Ethics and Behaviour Agreement**



# AKF Inc Code of Ethics Agreement Form

All coaches wishing to become registered with the NCAS are required to sign an individualised coach's code of ethics and behaviour agreement form.

I, \_\_\_\_\_  
(Full Name)

of \_\_\_\_\_  
(Number & Street / PO Box)

\_\_\_\_\_ (Suburb) \_\_\_\_\_ (State) \_\_\_\_\_ (Postcode)

am seeking registration/re-registration for the following National Coaching Accreditation Scheme qualification:

**KARATE**

\_\_\_\_\_  
Level

\_\_\_\_\_  
Sport

***I agree to the following terms:***

1. I agree to abide by the Coach's Code of Ethics overleaf
2. I acknowledge that the *Australian Karate Federation Inc* is responsible for the accreditation of coaches in *Karate* and may take disciplinary action against me if I breach the code of ethics. (I understand that the *Australian Karate Federation Inc* is required to implement a complaints handling procedure in accordance with the principles of natural justice, in the event of an allegation against me)
3. I acknowledge that disciplinary action against me may include de-registration from the National Coaching Accreditation Scheme.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Signature of Coach**

*(if apprentice, parent/guardian signature)*

**Date**

*Upon turning 18, the coach must sign a new COE Agreement*





## AKF Inc Updating Policy for NCAS Coaches



### WHAT IS UPDATING?

Updating is a policy that requires coaches to complete a variety of education activities over the four year accreditation period.

Updating aims to ensure quality coaching and officiating by maintaining current knowledge and practice.

### WHY UPDATE?

- Updating also keeps coaches in contact with the most up-to-date techniques and coaching methods.
- Updating can play an important role in ensuring that the coaching environment is safe for all participants and reduce the likelihood of coaches becoming involved in legal actions.
- Updating ensures that Karate and the ASC have an up-to-date register of active coaches
- Updating ensures that coaches stay abreast of rule changes in Karate.

**In order to update, coaches must, each year during their four year accreditation period:**

#### • **PRACTICAL COACHING:**

- Bronze: 20 hours
- Silver: 30 hours
- Gold: 50 hours

These can be achieved by coaching in the following:

- dojo training
- club competition training
- training camps
- demonstrations
- self-defence classes
- school programs
- lecture at a coaching course
- mentor a trainee Bronze coach

Provide details on club letterhead, preferably signed by chief instructor or director

#### • **FURTHER EDUCATION**

- Attend **two** of the following each year
  - General coaching *seminar* (eg. conducted through a state coaching centre, state institute/academy)
  - Strength and conditioning course (ASCA approved)
  - Disability Education Program modules
  - Sports massage course
  - Sports related tertiary education eg. *Sports Coaching, Human Movement, Phys Ed*
  - Sports Administration course
  - Leadership/communication training programs (or related topics)
  - Attend a 'related' NCAS course eg. a triathlon coach attends a Level 1 Swimming course
  - Teachers may submit work related course for approval
  - Work place courses such as *Communication and Conflict Resolution* may be considered for approval

OR

- RSA Update One-Day Program

OR

- complete the next level of qualification

OR

- re-do the current level of qualification (lecture or correspondence)

Record details on the Coach's Activity Record (See Conditions below)



## AKF Inc Updating Policy for NCAS Coaches



- **RISK MANAGEMENT AND ETHIC ISSUES**

- **All NCAS coaches must:**

- Hold a current recognised First Aid course/CPR, or
- Sports Medicine Australia Sports Trainers course
- Provide proof of suitability to coach children eg Blue card, working with children card, Police check
- Sign the Coach's Code of Ethics Agreement on renewal

- **CONDITIONS**

- There is no maximum or minimum number of hours that can be claimed for any of the above.
- Activities must be verified in the Coach Activity Record by an authorised person eg. *convenor of the course/workshop, national or state coaching director.*
- The number of hours claimed must be equal to the number of hours spent on that activity.
- Updating activities cannot all be completed in the space of one year. They must be spread over the four year period ie one program per year.

- **RENEWAL**

- **All coaches must submit their annual updating record to their State Coaching Director by the 31st December each year or a date specified by their State**
- **All coaches must submit their renewal one month prior to their expiry date**

- **RE-ENTRY**

If a coach does not update their accreditation as specified in the Policy, AKF Inc may:

- require the coach to re-do the entire training program

**OR**

require the coach to undertake a specified number of activities from the above lists.