

Martial Arts Federation International

Squad Code of Conduct Policy

UPDATED 2017

INTRODUCTION

Martial Arts Federation International will be referred to as “MAFI”.

The following details state what is expected from MAFI squad members and information for parents/guardians. This does not affect the dojo code already in place.

This Code of Conduct is applicable within and out of the Dojo whilst members are representing a MAFI Squad.

SQUAD MEMBERS (“ATHLETES”) CODE OF CONDUCT POLICY

1. Attendance, Punctuality & Organisation

- 1.1. Regular and punctual attendance to general classes, squad trainings, pre-event training and selections is required.
- 1.2. The co-operation of parents is expected to see that this is achieved for children within the squad.
- 1.3. However, occasional unavoidable lateness may be given an exception; athletes cannot be consistently late in arriving for training or missing training sessions which are compulsory.
- 1.4. Members must meet all deadlines for submission of documents, forms and etc.
- 1.5. All members must ensure their licence is valid and in date; this is the responsibility of the member or parent/guardian.

2. Discipline & Conduct

- 2.1. MAFI expects a good standard from its squad members and good discipline in all areas of Karate. All members must conduct themselves in a respectable and good manner.
- 2.2. Members must be respectful to their peers, coaches and others at all times.
- 2.3. Members are expected to follow an appropriate diet in order to facilitate their training regime; seek guidance via your coach if needed.
- 2.4. Squad members are expected to have a high level of personal hygiene and have a smart appearance. I.e. nails trimmed, hair groomed, clean and ironed clothes.
- 2.5. There will be NO buying or consumption of prohibited substances Alcohol etc. at any occasion whilst you are representing MAFI.
- 2.6. Squad Members cannot represent another club or organisation whilst they are members of MAFI and its national squads. (They can only do so when given consent from their senior coach adhering to current MAFI policies).

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3. Performance

- 3.1. Squad members are expected to maintain a consistent level of performance to remain in the squad.
- 3.2. An age appropriate fitness level must be taken by all athletes.
- 3.3. A fitness test will be required to be taken before all championships; failure to attain a pass mark will result in you being unable to qualify for that event.
- 3.4. An exception to any poor performance will be granted, such as but not limited to an instance of injury or illness.
(Exceptions will be made on the coaches discretion)

4. Squad Members Disciplinary Sanctions

In the instance that there has been a breach of the policy the following disciplinary sanctions will be taken:

- 4.1. On first instance a vocal or written notice may be given by a coach or MAFI official on his/her discretion otherwise it will be recommended to the disciplinary panel for a final decision.
- 4.2. If the disciplinary panel decides there has been a minor breach, the member will be given a written warning.
 - a) Warnings of any kind will have a three strike rule where the member must be recommended to the panel on the third instance for consideration of a major breach.
- 4.3. A major breach may result in the following sanctions:
 - a) Suspension from competitive events for a period of time determined by the disciplinary panel.
 - b) Suspension from the MAFI squad for a period to be determined by the disciplinary panel with the opportunity to re-enter via the selection process after the period has ended.
 - c) In the case of a serious breach it may result in revoking your membership from the Martial Arts Federation International.
- 4.4. Any written warning or decision will be accompanied by a letter to the parent and Chief Instructor of the athlete's club/association.

NOTE: Disciplinary action is designed for athletes whose conduct is not acceptable, or who have failed to put in the necessary time or effort to achieve their best results. Actions are not intended for the punishment of athletes who have genuinely tried their best and have not succeeded. This also allows other potential athletes to get the opportunity to enter the squad and encourage existing ones.

NOTE: All decisions made by the MAFI Board or Disciplinary Panel are final.

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PARENTS/GUARDIANS CODE OF CONDUCT

5. Expectations

MAFI want parents and guardians to support their children, but we ask that you do so in an appropriate manner and with this in mind we have produced a non-exhaustive code of conduct.

- 5.1. Parents must treat the training sessions with the same respect and etiquette as a Dojo session and observe the same protocols.
- 5.2. When entering and leaving the training area/Dojo please observe the required protocols (no undue noise, mobiles etc.)
- 5.3. If you are allowed to watch the proceedings, then we request you to keep noise at a minimum, switch off mobiles, take conversations outside etc.
- 5.4. By all means support your child, but in an appropriate manner with respect to others whilst in and outside the Dojo and when attending external events i.e. Competitions, Seminars etc.
- 5.5. In technical matters relating to Karate parents are respectfully expected not to interfere with the training or coaching process.
- 5.6. Coaches will be acting in the capacity of a mentor to the athletes, it is expected that parents do not interfere with what the athlete has been instructed as it may hinder the athletes performance.
- 5.7. Parents are expected to positively reinforce their child/young person and show support in their activity in order to avoid any potential discouragement.
- 5.8. Parents are advised not to put their child/young person under pressure or push them into activities they do not want to do.
- 5.9. Deliver and collect your child punctually to and from coaching sessions, meeting points etc.
- 5.10. Ensure their child is properly and adequately attired for current weather conditions, including tracksuit, coat, hat, gloves etc. and has the correct clothing and equipment for participation i.e. Karate suit, belt, protective equipment etc.

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- 5.11. Detail any health concerns pertaining to the child on the appropriate forms, in particular breathing or chest conditions. Any changes in the state of the child's health should be reported to the coach prior to coaching sessions.
- 5.12. To inform the Coach prior to departure if child is to be collected early from a training session, for an acceptable unavoidable reason.
- 5.13. Encourage their child to play by the rules and teach them that they can only do their best.
- 5.14. Behave responsibly in the training area/Dojo; avoiding embarrassment for your child/young person.
- 5.15. Show appreciation and support for the coaches and officials.
- 5.16. Ensure their child's hygiene and nutritional needs are met.
- 5.17. Parents must accept any official's judgement at any competitive events.
- 5.18. Submit documents and forms before the deadline with the correct details, there will be no exceptions to this.
- 5.19. In the event a parent has a complaint or disagreement they are not to directly approach the coach, an exception will be made if it concerns the immediate welfare of a child/young person or another member.
- 5.20. Please be aware that any actions of a Parent/Guardian that may constitute a breach of these rules may directly affect the relevant athlete too.



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6. Parents/Guardians have the right to:

- 6.1. Know their child is safe.
- 6.2. Be informed of problems or concerns relating to their children.
- 6.3. Be informed if their child is injured.
- 6.4. Have their consent sought for issues such as trips.
- 6.5. Complain if they have any concerns. (Complaints are to be made to the Squad administration department and will be referred to the board if it is viable)
- 6.6. Submit their own argument before a disciplinary sanction is being considered before a panel or board.

7. Parents/Guardians- Misdemeanours and Breach:

- 7.1. Any misdemeanours and breach of this Code of Conduct will immediately be given an official MAFI warning.
- 7.2. Persistent concerns or breaches will result in the parent/guardian being recommended to the MAFI board and may result in the following sanctions.
- 7.3. You will be asked not to attend sessions and/or events if your attendance is detrimental to the child's welfare or athletic performance.
- 7.4. The ultimate action, should a parent/guardian continue to breach the Code of conduct it may regrettably result in the athlete concerned receiving a sanction under a major or serious breach category.

NOTE: All decisions made by the MAFI Board and Disciplinary Panel are final.

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8. Codes of conduct to be observed when traveling with the MAFI Squad:

The following rules pertain to athletes, any parents/guardians, supporters or anyone travelling with the squad.

- 8.1. For reasons of safety it is essential that the Squad remain together throughout the duration of the tournament (includes hotel stays) and the journey to and from the event.
- 8.2. All squad members must travel together to tournaments; there will be no exceptions to this rule. Parents/Guardians/Supporters are able to arrange their own travel arrangements if they choose not to travel with the team.
- 8.3. All athletes must check with coaches or chaperones if, for any reason, they need to be away from the seated or warm up area. (E.g. rest room breaks).
- 8.4. If any issues arise then the athlete should speak to their respective coach or a chaperone. Athletes must NEVER go off alone. Athletes should also not wander off with parents or supporters, etc. Athletes are NOT ALLOWED to venture outside of the tournament venue for any reason whatsoever without either a coach or chaperone present or their permission if you are over 18.
- 8.5. To create and promote a positive team spirit and to provide motivation for the competitors the squad should support each other throughout the duration of the tournament, essentially another reason why the squad must remain together.
- 8.6. Parents/coaches/supporters are requested to respect and comply with championship rules, if venue arrangements allow we request that you sit behind and not amongst the squad at championships.
 - Parents/Guardians and Supporters are not permitted to enter the matted areas to prevent interference of the tournament and coaching. *An exception will be granted in the case of an emergency.*
- 8.7. For reasons of safety it is necessary that groups of not less than 2 and preferably 3 (with one of the group being at least a junior 16yrs+) visit the bathrooms/food outlets etc. together having requested and received permission to do so from the coach or chaperone. On returning to the seating area it is a requirement that the groups 'check back in' with the coach or chaperone so that the officials are aware of their safe return.
- 8.8. Meal times are an excellent opportunity for the coaches to discuss the day's events with the athletes or to brief them for the following day. Therefore, it is required that ALL athletes remain together in the dining room for the duration of the meal until they are dismissed by their coaches.

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- 8.9. A curfew will be in place at all tournaments where a hotel stay is required; this will be decided by the Head Coach.
- 8.10. Should parents/guardians, supporters, etc., feel it essential that they speak to their child/athlete during such time when the squad is training, dining, competing, in their allocated rooms, in curfew etc. then a chaperone may be approached/contacted who will bring your child/athlete to you as opposed to taking you to your child/athlete. This ensures minimum disruption to the rest of the team and the championship proceedings.

9. Travelling: Misdemeanours and Breach of Code:

- 9.1. Breaches by parents/guardians will be dealt in accordance with the parents/guardians code of conduct rules and similarly the squad code of conduct rules for athletes.
- 9.2. Any misdemeanours and breach of this Code of Conduct at the time of travel will be dealt with immediately, at first instance a warning will be given on the discretion of a coach or MAFI official.
- 9.3. If deemed necessary a MAFI Coach or Official during a tournament can impose an immediate suspension on an athlete, the suspension will later be recommended to the disciplinary panel for a review and decision if any further action needs to be taken.

Example: In the instance of consumption of prohibited substance, inappropriate behaviour etc.

NOTE: All decisions made by the MAFI Board and Disciplinary Panel are final.

10. Exceptions Rule

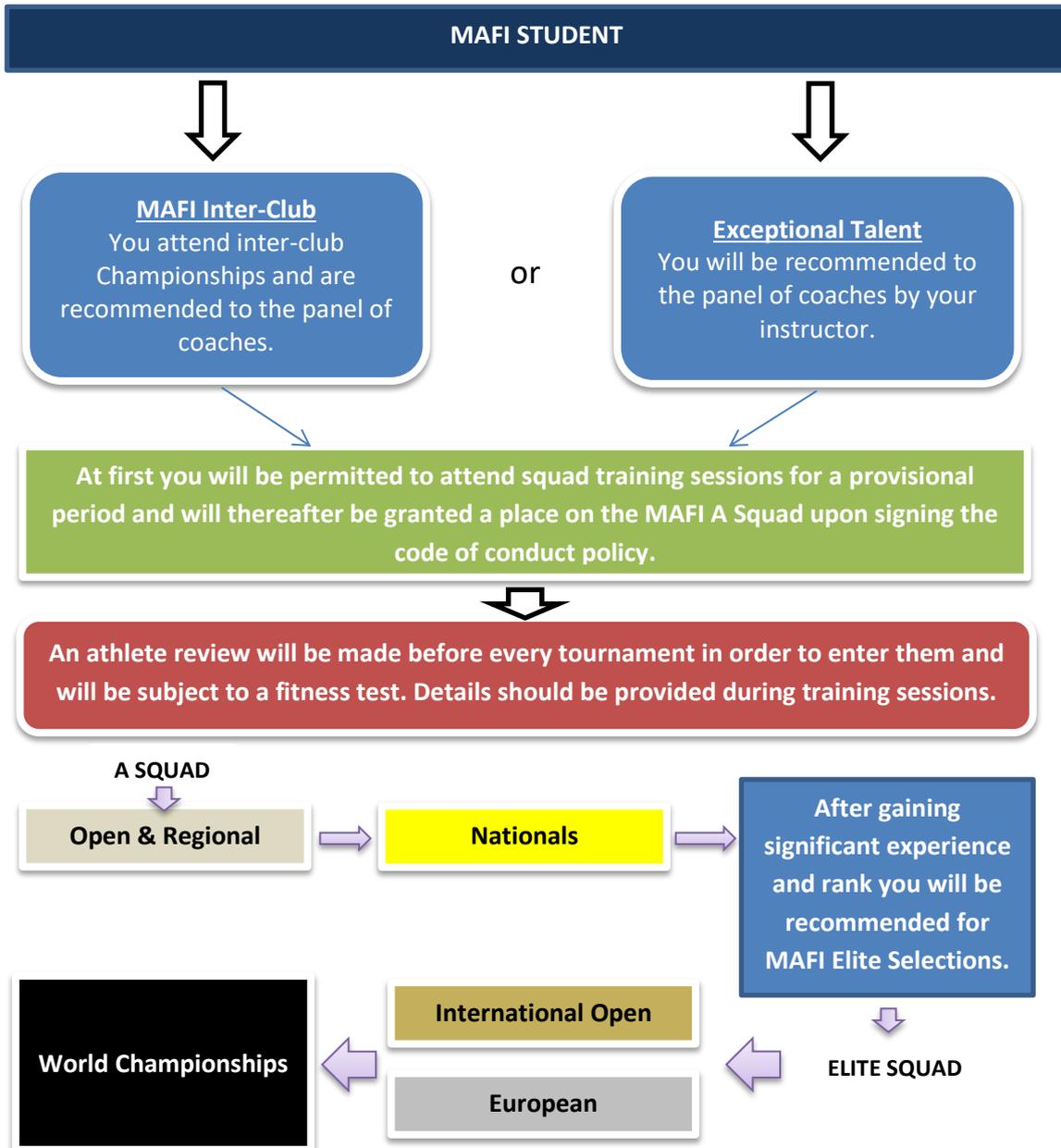
- 10.1. Exceptions to the rules will only be granted for breaches if the breach was unavoidable.
- 10.2. Should an exception be granted by a MAFI coach or official, MAFI reserves the right to request objective evidence confirming the reason an exception was requested.
- 10.3. Exceptions will be granted but are not limited to in the instance of:
- *Illness or Injury*
 - *Unavoidable circumstances*
 - *A breach in the case of an immediate emergency*

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11. MAFI Squad Selection and Progression Process

This selection process will be strictly enforced and there are no exceptions available.



12. SQUAD CLASSIFICATIONS

MAFI A Squad: This will allow members of the squad to compete in external championships which is limited to: Regional, Open and National Championships.

MAFI Elite Squad: Members of this squad will be able to compete in all A squad classes and European, International Opens and World Championships.

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13. MAFI Board and Disciplinary Panel

The MAFI board consists of all executive members which are appointed within the federation.

The disciplinary panel will be chosen at random to address issues collectively and will consist of MAFI officials, senior MAFI coaches and senior MAFI instructors.

NOTE: The MAFI board is separate to the Disciplinary Panel.

14. Enquiries/Complaints

Enquiries/complaints must be strictly made adhering to rules in this section; there will be no exceptions unless it concerns the immediate welfare of another person.

If you have an enquiry or complaint, it must be addressed to the MAFI Squad Administration Department, and not directly to the coaches. Details on the procedure are available below.

It is not appropriate that parents/coaches directly approach the coaches with issues unless absolutely necessary. If you have a complaint please make a written complaint addressed to the squad administrator with your case/arguments and this will be forwarded to the MAFI board if it qualifies as a valid argument in accordance with this policy.

To submit an enquiry or complaints please send an email to the address below, if it is a complaint we request a clear and concise explanation.

info@mafinternational.com

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Please fill in the form correctly and return it to your MAFI Coach, incorrectly filled forms will not be accepted.

By signing below you agree that you have read, understood and accept the code of conduct policy rules in this document pertaining to MAFI Squads and agree to conduct yourself in a manner that will not bring Karate, yourself or MAFI into disrepute.

Athlete

Full Name:

Signed:

Date:

D.O.B:

Address:

Postcode:

Mobile/Tel:

Medical Notes:

Email:

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Parental Agreement (to be signed in addition for athletes under 18 years of age)

By signing below I consent to my child taking part in MAFI squads and agree to adhere to the rules contained in the code of conduct policy.

Full Name: (Parent/Guardian)

Signed: (Parent/Guardian)

Date:

Mobile/Tel: Emergency Contacts:

Email:

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NOTE: It is advisable to provide a mobile number and email to enable quicker notifications sent via text and email.