Aikido Victoria
(Aiki-Kai) Inc.
Part of the National Aikido Association of Australia
The first, and largest, Aikido association in Australia
Officially recognised by the Aikido World Headquarters

# AIKIDO VICTORIA CODE OF CONDUCT

## What should I expect as a Parent, Guardian or Carer Involved in Aikido Victoria?

In Aikido Victoria, we want Children and Young People to feel safe, included, encouraged and supported – essentially, to enjoy themselves so that they keep participating. To make sure that we create this environment, the Aikido Victoria Safeguarding Children and Young People Policy requires everyone involved in Aikido Victoria to abide by certain behavioural standards when it comes to dealing with Children & Young People.

### *This is what you need to know as a Parent, Guardian or Carer:*

The primary aim of the Safeguarding Children and Young People Code of Conduct is to protect and safeguard Children and Young People. This Code is to be followed at all times by all members and all people involved in any way with Aikido Victoria, including visitors:

| Positive Guidance | Adhering to Role Boundaries | Working with Children Check |
|---|---|---|
| Everyone should expect to be treated fairly and respectfully. It is not okay to be treated in a manner that is degrading, cruel, frightening or humiliating. | Persons in positions of responsibility and authority must not engage in activities or seek contact with Children or Young People outside of Aikido training, classes, events or activities. | You can expect Aikido Victoria's instructors, assistant instructors, children's instructors, volunteers and officials to have a valid Working with Children Check. |

| Language & Tone of Voice | Supervision | Use of Electronic Communications |
|---|---|---|
| It is never okay for adults or other students to be discriminatory, racist, sexist, belittling, negative, threatening, frightening, or sexual towards anyone else. | Children and Young People should never be left unsupervised, and adults will ensure Children and Young People are in a safe environment and protected from external threats. | Any communication with Children or Young People should only be in regard to Aikido training, such as notices that training has been cancelled. You should also be copied on the same communication. |

| Gift Giving | Photography and Digital Media | Physical Contact |
|---|---|---|
| Children or Young People should not be receiving gifts from anyone in Aikido Victoria unless you or another responsible adult has been made aware of the gift. | Children and Young People have the right not to be photographed. Aikido Victoria will ask for your permission as well as your Child or Young Person. Authorised photography is only permitted at Victorian TTC and Summer Schools in Melbourne. Permission can also be withdrawn, and the image(s) removed. Photography will only be done in the presence of other adults. | Any physical contact must be appropriate to Aikido. No contact should be initiated against the Child and Young Person's wishes. |

# AIKIDO VICTORIA CODE OF CONDUCT

## What should I expect as a Parent, Guardian or Carer involved in Aikido Victoria?

### Sexual Misconduct & Relationships

Under no circumstances is any form of 'sexual behaviour' to occur in the Aikido environment.

### Never Alone Rule

Aikido Victoria's Never Alone Rule means a Child or Young Person will never be alone with an adult.

### Change Room and Toilet Use

The Never Alone rule doesn't just apply to the use of change rooms. If a Child or Young Person is going to an outside toilet, they must let the instructor know and go with a buddy.

### Use, possession or supply of alcohol or drugs

No person should use, possess or be under the influence of an illegal drug or alcohol during training. Supplying alcohol or drugs (including tobacco) to Children or Young People is strictly prohibited.

### Transporting Young People

Children and Young People should only be transported by adults with prior authorisation from you.

### Child Safeguarding Policy

For more detailed information on any of these items, please refer to the Aikido Victoria Safeguarding Children and Young People Policy
If you have a concern or would like to report an issue refer to the Reporting Concerns or Complaints Process Flowchart.