

# Scottish Ju Jitsu Association

## Code of Conduct & Ethics

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# THE SCOTTISH JU JITSU ASSOCIATION

## **Code Of Ethics and Conduct**

### **Code Of Ethics**

#### **Introduction**

The purpose of this Code of Ethics is to establish and maintain standards for Ju Jitsu coaches and to inform and protect members of the public using their services.

Ethical standards comprise of values such as integrity, responsibility, competence and confidentiality. Coaches, in assenting to this Code, accept their responsibility to performers, colleagues their Governing Body, and to Society.

In pursuit of these principles, Ju Jitsu coaches subscribe to standards in the following areas :-

1. Responsibility
2. Competence

This Code of Ethics is a framework within which to work. It is a series of guidelines rather than a set of instructions and should be used in conjunction with the Rules, Regulations, and Bylaws of the Governing Body.

#### **Responsibility**

1. Coaching is a deliberately undertaken responsibility and Ju Jitsu coaches are responsible for the observation of the principles embodied in this Code of Ethics

#### **Humanity**

- 1.1 Coaches must respect the rights, dignity and worth of every human being and their ultimate right to self determination. Specifically, coaches must treat everyone equally, within the context of their activity, regardless of sex, ethnic origin, religion or political persuasion.

#### **Relationships**

- 1.2 The good coach will be concerned primarily with the well-being, health and future of the individual performer, and only secondarily with the optimisation of performance.

- 1.3 A key element in a coaching relationship is the development of independence. Performers must be encouraged to accept responsibility for their own behaviour and performance when training, competing and even socially.

- 1.4 Coaches are responsible for setting and monitoring the boundaries between a working relationship and friendship with their performers. This is particularly important when the performer is a young person. The coach must realise that certain situations or friendly words and actions could be misinterpreted, not only by the performer, but also by outsiders (or other members or group of performers) motivated by jealousy, dislike or mistrust and could lead to allegations of misconduct or impropriety.

- 1.5 Where physical contact between coach and performer is a necessary part of the coaching process, coaches must ensure that no action on their part could be misconstrued and that Governing Body guidelines on this matter are followed.

1.6 The relationship between coach and performer relies heavily on mutual trust and respect. This means that the performer should be made aware of the coach's qualifications and experience, and must be given the opportunity to consent to or decline proposals for training, performance or competition.

### **Commitment**

1.7 Coaches should clarify in advance with performers (and/or employees) the number of sessions, fees and method of payments. They should explore the expectation of the outcome of coaching. Written contracts may be appropriate in some circumstances.

1.8 Coaches have a responsibility to declare to their performer and/or employers, any other current coaching commitments. They should also find out if any prospective client is receiving instruction from another coach. If so, the coach should be contacted to discuss the situation.

1.9 Coaches who become aware of a conflict between their obligation to their performer and their obligation to their Governing Body (or employer) must make explicit to all parties concerned the nature of the conflict, and the loyalties and responsibilities involved.

1.10 Coaches should expect a similar level of reciprocal commitment from their performers. In particular the performer (parent or guardian if a minor) should inform the coach of any change in circumstances that might affect the coach -performer relationship.

1.11 Coaches should receive appropriate acknowledgement for their contribution to the performer's progress and achievement. Where money is earned from performances, it is reasonable to expect the coach should receive an appropriate share of the rewards. Such apportionment with any attendant conditions should be agreed in advance (in writing) to avoid any misunderstanding.

### **Co-operation**

1.12 Coaches should communicate and co-operate with other sports and allied professions in the best interests of their performers. An example of such a contract could be the seeking of :

- educational and career counselling for young performers whose involvement in the sport impinges upon their studies
- sport science advice through the British Association of Sport and Exercise Sciences (BASES)

1.13 Coaches must communicate and co-operate with the registered medical and ancillary practitioners in the diagnosis, treatment and management of their performers' medical and psychological problems.

### **Integrity**

1.14 Coaches should not encourage performers to violate the rules of their sport. They should actively seek to discourage and condone such action and encourage performers to obey the spirit of the rules.

1.15 Coaches must not compromise their performers by advocating measures which could constitute unfair advantage. They must not adopt practices to accelerate performance improvements which might jeopardise the safety, total well-being and future participation of the performer. Coaches must never advocate or condone the use of prohibited drugs or other banned substances.

1.16 Coaches must ensure that the activities, training and competition programmes they advocate are direct appropriate for the age, maturity, experience and ability of the individual performer.

1.17 Coaches must treat opponents with due respect, both in victory and defeat and should encourage their performers to act in a similar manner. A key role for a coach is to prepare performers to respond to success and failure in a dignified manner.

1.18 Coaches must accept responsibility for the conduct of their performers and discourage inappropriate behaviour in training, competition and away from the sporting arena.

### **Advertising**

1.19 Coaches shall not display any affiliation with an organisation in a manner that falsely implies sponsorship or accreditation by that organisation.

1.20 Advertising by coaches in respect of qualifications, training and/or services must be accurate and professionally restrained. Coaches must be able to present evidence of current qualifications upon request. Evidence should also be available to support any claim associated with the promotion of their services.

### **Confidentiality**

1.21 Coaches inevitably gather a great deal of personal information about performers in the course of a working relationship. Coach and performer must reach agreement as to what is to be regarded as confidential information, i.e., not divulged to a third party without express approval of the performer.

1.22 Confidentiality does not preclude the disclosure of information about a performer to persons who can be judged to have a right to know. For example:

- evaluation for competitive selection purposes
- recommendations for employment
- in pursuit of disciplinary action involving performers within the sport
- legal and medical requirements for disclosure
- recommendations to parents/family where the health and safety of performers might be a stake
- in pursuit of action to protect children from abuse

### **Abuse of Privilege**

1.23 The coach is privileged, on occasion, to have contact with performers and to travel and reside with performers in the course of coaching and competitions. A coach must not attempt to exert undue influence over the performer in order to obtain personal benefit or reward.

### **Personal Standards**

1.24 The coach must consistently display high personal standards and project a favourable image of their sport and of coaching - to performers, other coaches, officials, spectators, the media and the general public.

1.25 Personal appearance is a matter of individual taste, but the Ju Jitsu coach has an obligation to project an image of health, cleanliness, and functional efficiency.

1.26 The coach should never smoke when coaching

1.27 Coaches should not drink alcohol so soon before coaching that it would affect their competence to coach compromise the safety of the performers or obviously indicate that they have been drinking (e.g. the smell will still be on their breath)

## **Safety**

1.28 Within the limits of their control, coaches have a responsibility to ensure as far as possible the safety of the performers with whom they work.

1.29 All reasonable steps should be taken to establish a safe working environment.

1.30 All work done and the manner in which it is done should be in keeping with the regular and approved practice of Ju Jitsu as determined by the Scottish Ju Jitsu Association.

1.31 The activity undertaken should be suitable for the age, physical and emotional maturity, experience and ability of the performers.

1.32 Coaches have a duty to protect children from harm and abuse.

1.33 The performers should have been systematically prepared for the activity and made aware of their personal responsibilities in terms of safety.

1.34 Coaches should arrange adequate insurance to cover all aspects of their coaching practice.

## **Competence**

1.35 Coaches will confine themselves to practice only in those fields which they have been trained / educated, and which are recognised by the Scottish Ju Jitsu Association to be valid. Valid areas of expertise are those directly concerned with Ju Jitsu coaching. Training includes the accumulation of knowledge and skills through both formal coach education courses, independent research and the accumulation of relevant coaching experience.

1.36 Coaches must be able to recognise and accept when to refer performers to other agencies. It is their responsibility, as far as possible, to verify the competence and integrity of the person to whom they refer a performer.

1.37 Coaches should regularly seek ways of increasing their professional development and self awareness.

1.38 Coaches should welcome evaluation of their work by colleagues and be able to account to performers, employers, the SJJA and colleagues for what they do and why.

1.39 The Scottish Ju Jitsu Association coaching awards provide the framework for assessing competence at different levels of Ju Jitsu coaching practice. Competence to coach should normally be verified through evidence of qualifications. Competence cannot be inferred solely from evidence of prior experience.

1.40 Coaches have a responsibility to themselves and their performers to maintain their own effectiveness, resilience and abilities. They should recognise when their personal resources are so depleted that help is needed. This may necessitate the withdrawal from coaching temporarily or permanently.

# Code of Conduct

## Introduction

This Code of Conduct is intended to provide more specific information and guidance in the implementation of the principles embodied in the Code of Ethics.

Incidents that are likely to be considered as breaches of this section of the Code :

1. Coaches shall at all times adhere to the standards of personal and professional behaviour which reflects credit on the SJJA and the whole process and on the practice of Ju Jitsu coaching.
2. It is impossible to specify in precise all those actions which could be deemed to be prejudicial to the practice of Ju Jitsu coaching and the best interests of the SJJA.

The following provides an indication of the types of

3. **Public Criticism of Colleagues** : Coaches should refrain from public criticism of fellow members of the SJJA. " Public " in this context means criticism expressed in any branch of the media or in a lecture or seminar. Any such public criticism of a fellow member will be regarded as a prima facie breach of this code and may be subject to disciplinary action.
4. **Misrepresentation** : Coaches must ensure that they do not in any way misrepresent their qualification, affiliations, or professional competence to any client or prospective client or in any publication, broadcast, lecture or seminar. Misrepresentation will be regarded as a serious breach of this code.
5. **Commitment** : When coaches enter into a commitment with an employer, a team, or an individual, the nature of that commitment should be specifically agreed. Any such contract or terms of reference should be set out in writing and include fees (if any), method of payment, the time commitment involved, and an indication of the expected outcome of the coaching.
6. **Confidentiality** : Coaches must not divulge confidential information relating to a performer, other than that specified in the Code of Ethics, to any third party unless with the express approval of the performer concerned.
7. **Criminal Conviction** : Any conviction of a Ju Jitsu coach in a court of Law is capable of reflecting adversely on the profession and the SJJA. Cases of a minor personal nature are unlikely to be regarded as breaches of the Code, but all reported cases will be considered. Members must report any alleged criminal offence to the SJJA at the earliest opportunity.

## **Disciplinary Proceedings By An Employer**

8. Disciplinary proceedings by an employer leading to dismissal from employment, connected with Ju Jitsu coaching will normally be regarded as a breach of this Code. This applies even if the coach has been involved in related court proceedings which have not resulted in conviction.
9. Other disciplinary proceedings by an employer e.g. a reprimand, will not normally be considered as a breach of this Code unless the circumstances are sufficient to found a complaint under another section. Members must report to the SJJA any formal disciplinary action taken against them by an employer in connection with their work as a Ju Jitsu coach.

## **Personal Misconduct**

10. Personal misconduct may still give rise to disciplinary action by the SJJA if such conduct is deemed to be 'Misconduct' or 'Gross Misconduct', even if such misconduct does not give rise to disciplinary proceedings by an employer or lead to conviction in a court of Law. Only the Board in its determination can decide through the gravity of circumstance whether the offence is deemed **Misconduct** or **Gross Misconduct**.

The following examples are not an exhaustive or exclusive list:

**Misconduct** - Bad timekeeping; Unreasonable or unexplained absence; lack of application; wilful damage to property or equipment; breach of the SJJA rules, regulations and bylaws, including,

- a) to fail or refuse (without compelling justification) to cooperate with any Code-compliant anti-doping investigation or proceedings
- b) to commit an act of misconduct related to anti-doping which does not amount to an Anti-Doping Rule Violation, with appropriate action taken where necessary

**Gross Misconduct** - Theft; falsification of reports or accounts; breach of confidentiality; violence; misuse of alcohol or drugs; dishonesty; indecency, any form of child abuse.