



Code of Behaviour

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1. General requirements

The Code of Behaviour (Code) sets out the types of behaviour expected of members and of all persons involved in activities of the Western Australian Karate Federation (WAKF).

The Code has been developed and adopted by the Board of the WAKF to promote the highest standards of behaviour and ethics and to protect the rights, health, safety and welfare of WAKF members and participants.

WAKF is committed to ensure that every individual is treated fairly without prejudice to gender, sexuality, marital status, pregnancy, race, age, physical/intellectual impairment or religious or other beliefs. WAKF has a zero tolerance to harassment, discrimination, bullying and abuse.

Any person in breach of the Code will be made subject to the disciplinary action specified in this document.

Members and participants will be deemed to have accepted the Code by participating in WAKF activities.

2. General

- Act within the rules and spirit of karate.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of karate.
- Treat each person as an individual.
- Show respect and courtesy to all involved with karate.
- Respect the rights and worth of every person, regardless of their age, race, gender, ability, cultural background, sexuality or religion.
- Respect the decisions of officials, coaches and administrators.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance exists) with people under the age of 18.
- Display appropriate and responsible behaviour in all interactions.
- Display responsible behaviour in relation to alcohol and other drugs.
- Act with integrity and objectivity and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment-free environment.
- Do not tolerate abusive, bullying or threatening behaviour.

3. Athletes

- Give your best at all times.
- Abide by the Rules and show respect for other athletes, coaches and officials.
- Respect the rights, dignity and worth of every person regardless of their age, race, gender, ability, cultural background, sexuality or religion.
- Observe and comply with directions of the Coach/instructor in charge at training sessions.
- Dedicate yourself to self-improvement and discipline yourself to maintain solid training habits.
- Show respect and humility to others, especially instructors and senior participants.
- Exercise self-control – never lose your temper or react in anger.
- Be responsible for your own safety and welfare and take the safety and welfare of other participants into consideration.
- Display good sporting behaviour at all times.
- Never use offensive language or behaviour towards anyone or engage in sledging or bullying of any person.
- Never behave in a manner that would damage the reputation of the WAKF either on or off the tatami.

4. Coaches

- Always consider the wellbeing and safety of athletes before performance and results.
- Respect the rights, dignity and worth of every person regardless of their age, race, gender, ability, cultural background, sexuality or religion.
- Help each person (athlete, official, etc.) to reach their potential.
- Respect the talent, developmental stage and goals of each person and encourage them with positive and constructive feedback.
- Ensure that each athlete is given an opportunity of competition appropriate with performance and capacity, regardless of style of origin, or club.
- Conscientiously work towards the attainment of elite performance and attitude for each competitor, junior or senior.
- Encourage and guide athletes to accept responsibility for their own performance and behaviour both on and off the tatami.
- Maintain respectful and appropriate relationships with all athletes.

- Never ridicule or yell at athletes, display control, respect and professionalism.
- Obtain appropriate qualifications and keep up-to-date with the latest coaching practices and the principles of growth and development of young athletes.
- Abide by the AKF Coaching Accreditation Program Coach's Code of Ethics.
- Ensure that any physical contact with another person is appropriate to the situation and necessary for the person's skill development.
- When determining whether an injured athlete is fit to compete, follow the advice of a physician or qualified sports medicine practitioner.
- Display consistently high standards of good sporting behaviour and appearance.

5. Officials

- Place the safety and welfare of the athletes above all else.
- Ensure all athletes are included and can participate, regardless of their age, race, gender, ability, cultural background, sexuality or religion .
- Be consistent, impartial and objective when making decisions.
- Address unsporting behaviour and promote respect for other athletes and officials.

6. Administrators

- Maintain a high standard of conduct and personal presentation while working for the WAKF and while representing or perceived to be representing the WAKF.
- Act honestly, in good faith and in the best interests of the sport as a whole.
- Ensure that any information acquired, or advantage gained from the position is not used improperly.
- Avoid conflicts of interest and perceived conflicts of interest. Where a potential conflict of interest does arise, declare your interest.
- Do not use or permit the use of your position, title, or authority, or give an improper advantage to, or advance the private interest of, another organisation, person or group of persons.
- Do not sign any documents, agreements, or correspondence committing the WAKF to any financial or legal risk except pursuant to a delegated authority or as permitted by the Board.

- Perform your role to the best of your ability to maintain the professional image and presentation of the WAKF.

7. Parents

- Encourage your child to participate, do their best and have fun.
- Focus on your child's effort and performance, rather than winning or losing.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Model appropriate behaviour, including respect for other athletes and officials.
- Display consistently high standards of good sporting behaviour including respecting the official's decisions.

8. Spectators

- Respect the effort and performances of athletes and officials.
- Reject the use of harassment, bullying or violence in any form, whether by other spectators, coaches, officials or athletes.
- Never use offensive language or behaviour.

9. Complaints resolution

Any person or organisation may make a complaint about a person to whom the Code applies, if they consider that person has, or may have, committed a breach of any part of the Code.

A complaint may be made verbally to a coach/instructor or in writing emailed to info@karatewestaustralia.com.

All complaints will be brought to the attention of the relevant Head Coach and Board.

The Head Coach or a member of the Coaching Panel (the Investigator) will, as soon as practicable, meet with, or discuss the complaint with the complainant and endeavour to resolve the complaint.

The Investigator may take whatever steps and conduct whatever investigations necessary to do so, including arranging a meeting of all relevant parties or recommending the imposition of disciplinary action.

If the complaint is not resolved to the complainant's satisfaction, the complainant may refer the complaint for resolution to the Board, the Australian Karate Federation or another external agency.

10. Disciplinary action

If a person is found to have breached the Code, one or more of the following forms of discipline may be imposed:

- a direction that the person makes a formal verbal and/or written apology;
- a verbal or written warning;
- a direction that the person attends counselling to address his or her behaviour;
- a withdrawal of any awards, placing, records, achievements bestowed in any tournaments, activities or events held or approved by the WAKF;
- a suspension of the person's membership or participation or engagement in a role or activity with the WAKF;
- termination of the person's membership, appointment or engagement; and
- any other form of discipline that the WAKF considers appropriate.

The form of discipline to be imposed will depend on factors such as:

- the nature and seriousness of the behaviour or incidents;
- the wishes of the complainant;
- whether the respondent knew or should have known that the behaviour was a breach of the Code;
- whether or not the action was intended;
- whether or not the consequences of the action were intended;
- the level of contrition of the respondent;
- the effect of the proposed disciplinary measures on the respondent including any personal, professional or financial consequences;
- whether there have been relevant prior warnings or disciplinary action; and
- whether there are any mitigating circumstances such that the respondent should not be disciplined so seriously or should not be disciplined at all.

The Board shall be notified of both the complaint and the proposed form of discipline by the Head Coach in writing.

The Board shall then endorse or amend the discipline to be delivered and inform the affected person/persons in writing.

11. Revision History

Version	Date Reviewed	Date Endorsed	Content Reviewed/ Purpose
1	Dec 2019	Dec 2019	Original version. New Policy