

**NATIONAL BLACK BELT KARATE ASSOCIATION,
FOUNDATION
(NBBKAF)**

INSTRUCTOR & STUDENT

CODE OF CONDUCT

- A. An instructor will not be alone with a student in an area or location where they cannot be observed by others unless accompanied by another instructor and/or student.
- B. An instructor shall not leave a student under 18 years old unsupervised while he/she is enrolled in and attending an organized NBBKAF program, e.g. classes, tournaments, and other related activities.
- C. Instructors should conduct or supervise private activities in pairs (particularly with students under 18 years old), e.g., instructional training, putting on instructional attire, taking showers, etc. When this is not feasible, instructors should be positioned so that they are visible to others.
- D. Instructors and students shall not physically, verbally, sexually, or mentally abuse or neglect another instructor or student.
- E. Instructors shall use positive techniques of guidance including redirection, positive reinforcement, and encouragement, rather than competition, comparison and/or criticism. Instructors will have age appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint may be used only in predetermined situations, where it is necessary to protect the student or other students from harm, is administered only in a prescribed manner, and must be documented when necessary in writing, with a copy of such documentation provided to the parent/guardian.
- F. Instructors shall observe students regularly as they enter and progress within the martial arts program. Any questionable characteristics with regards to, but limited to character, behavior and demeanor will be documented and immediately reported to the head instructor.
- G. Instructors will respond to students with respect and consideration, and treat all students equally regardless of sex, race, religion, culture or lifestyle.
- H. While the NBBKAF does not discriminate against an individual's personal uniqueness, it does require that in the performance of their study and development within the martial arts all persons must abide by the standards of conduct set forth by the NBBKAF.

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I. Instructors shall not touch students in any manner that could be construed as inappropriate or could make the student uncomfortable. Should any such incident occur, the student and/or parent/guardian should promptly report his/her concerns to the instructor or to a higher ranking black belt, either verbally or in writing.

J. Instructors and students must appear clean, neat, and appropriately attired.

K. Using, possessing, selling, distributing, or being under the influence of alcohol or illegal drugs (including prescription drugs for which you do not have a prescription) during instructional time or related class or NBBKAF activities is strictly prohibited.

L. Smoking or any other use of tobacco in the presence of students under 18 years old during instructional time or related class or NBBKAF-related functions is prohibited.

M. Profanity, inappropriate jokes, sharing intimate details of one's personal life, and any kind of verbal or physical harassment (including but not limited to harassment based on sex, color, race, national origin, age, religion, or disability) in the presence of students and/or parents/custodial persons is prohibited.

N. Instructors and students must be physically and psychologically able to study and develop within the NBBKAF martial arts program.

O. Instructors and students must portray a positive role model by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity.

P. An instructor may not be alone with a student under 18 years of age that he/she met in class or NBBKAF-related functions outside of same unless accompanied by another person. This includes, but is limited not to, baby-sitting, sleepovers, and inviting students under age 18 to his/her home. Any exceptions require a written explanation before the fact and a written, signed parental/custodial consent, and are subject to the discretion of the head instructor of the class or a higher ranking black belt holder of the NBBKAF.

Q. Instructors and/or adult students may not transport students under 18 years old in their personal vehicles. Any exceptions require a written, signed parental/custodial consent before the fact.

R. Adult instructors may not date a student under the age of 18 years.

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S. After class or other NBBKAF activities, students under 18 years old shall not be released to anyone other than the custodial parent or guardian, or other person authorized by the custodial parent or guardian. Any exceptions require a written explanation before the fact and a written, signed parental/custodial waiver, and are subject to the discretion of the head instructor of the class, or a higher ranking black belt holder of the NBBKAF.

T. Reasonable and appropriate displays of affection between instructors and/or students are not prohibited; however, instructors and students should take care that any such expression of affection is not misconstrued and should be positioned so that they are visible to others.

I, the undersigned, acknowledge that I have read this Code of Conduct carefully and understand that any violation of the Code will result in corrective action, including but not limited to counseling, training, transfer, suspension, demotion in rank, and/or termination from the class as well as from the National Black Belt Karate Association, Foundation.

Student Printed Name

Student Signature

Date

Parent/Custodial Parent or Guardian
Printed Name (As Appropriate)

Parent/Custodial Parent or Guardian
Signature (As Appropriate)

Date

Instructor's Printed Name

Instructor's Signature

Date

Approved by the NBBKAF
Authored by
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Legal Review by Dinsmore & Shol, Attorneys at Law
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