



STUDENT CODE OF CONDUCT

Approved by: Andrew Banks – CEO and Chief Instructor

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1. Purpose

Koku-Ryu Martial Arts, referred to throughout this Code as “KRMA”, is committed to providing a safe, respectful, disciplined and welcoming environment for every student.

This Code explains the behaviour expected from students so that everyone can:

- train safely;
- learn effectively;
- develop confidence;
- enjoy martial arts;
- be treated with dignity;
- and make positive progress.

The Code is not intended simply to punish poor behaviour.

Its purpose is to help students understand:

- what good conduct looks like;
- why dojo rules matter;
- how martial arts values should be demonstrated;
- how to raise a concern;
- what happens when behaviour falls below expectations;
- and how students can learn from mistakes.

2. Scope

This Code applies to every KRMA student, including:

- Dragon Tots;
- Junior Dragons;
- Senior Dragons;
- traditional martial arts students;
- freestyle students;
- weapons students;
- kickboxing students;
- MMA students;
- Jiu-Jitsu students;
- private-lesson students;
- competition squad members;
- demonstration-team members;
- adult students;
- leadership students;
- trainee instructors;
- and junior instructors under 18.

It applies during:

- regular classes;
- private lessons;
- gradings;
- assessments;
- competitions;
- demonstrations;

- seminars;
- trips;
- transport;
- residential activities;
- community events;
- online training;
- official group chats;
- and any activity where a student represents KRMA.

Conduct outside KRMA may also be addressed where it:

- affects another student's welfare;
- involves bullying or harassment;
- creates a safeguarding concern;
- affects participation at KRMA;
- damages relationships within the school;
- or seriously undermines the safe and respectful operation of KRMA.

Junior instructors under 18 remain children for safeguarding purposes, regardless of grade, experience or leadership responsibilities.

3. Our Commitment to Students

KRMA will aim to provide students with:

- safe and appropriate coaching;
- respectful instruction;
- clear expectations;
- fair and proportionate behaviour management;
- opportunities to progress;
- appropriate support;
- reasonable adjustments where required;
- a voice in matters affecting them;
- and a clear way to report concerns.

Students should be able to train without fear of:

- bullying;
- humiliation;
- discrimination;
- harassment;
- unsafe coaching;
- inappropriate contact;
- retaliation;
- or being ignored when they ask for help.

KRMA expects students to contribute positively to this environment.

4. Core Student Expectations

Every student is expected to:

1. Treat instructors, senior students and fellow students with respect.
2. Follow lawful and reasonable instructions.
3. Arrive ready to train and learn.
4. Behave safely and responsibly.
5. Use appropriate language.
6. Respect personal boundaries.
7. Take care of equipment and facilities.
8. Avoid bullying, harassment and discrimination.
9. Use martial arts skills only for legitimate training, competition or self-protection.
10. Report injuries, concerns and unsafe behaviour.
11. Accept appropriate feedback.
12. Take responsibility for their conduct.
13. Support the progress of others.
14. Follow online and social-media expectations.
15. Represent KRMA positively at events and in the community.

Students are not expected to be perfect.

They are expected to:

- make an honest effort;
- learn from mistakes;
- respond to guidance;
- and avoid knowingly repeating harmful behaviour.

5. Respect, Rank and Martial Arts Tradition

KRMA maintains the traditional foundations of martial arts, including:

- discipline;
- etiquette;
- bowing;
- humility;
- self-control;
- respect for instructors;
- respect for senior students;
- recognition of rank;
- and responsibility towards junior grades.

Students must treat every person with courtesy and dignity.

They must also show appropriate additional respect to:

- instructors;
- senior students;
- black belts;
- and higher grades

in recognition of their experience, commitment, knowledge and responsibilities within the traditional martial arts hierarchy.

5.1 Responsibilities of senior grades

Higher grades and senior students must lead by example.

They are expected to:

- support junior students;
- demonstrate good etiquette;
- train safely;
- show patience;

- avoid arrogance;
- accept correction;
- protect less experienced students;
- and uphold KRMA standards.

Rank must never be used to:

- bully;
- intimidate;
- humiliate;
- demand personal loyalty;
- force unsafe participation;
- silence a concern;
- or excuse poor behaviour.

Greater rank brings greater responsibility.

5.2 Respectful disagreement

A student may:

- ask for clarification;
- raise a safety concern;
- say they are uncomfortable;
- decline inappropriate contact;
- report an injury;
- or raise a safeguarding concern.

Doing so respectfully is not disobedience.

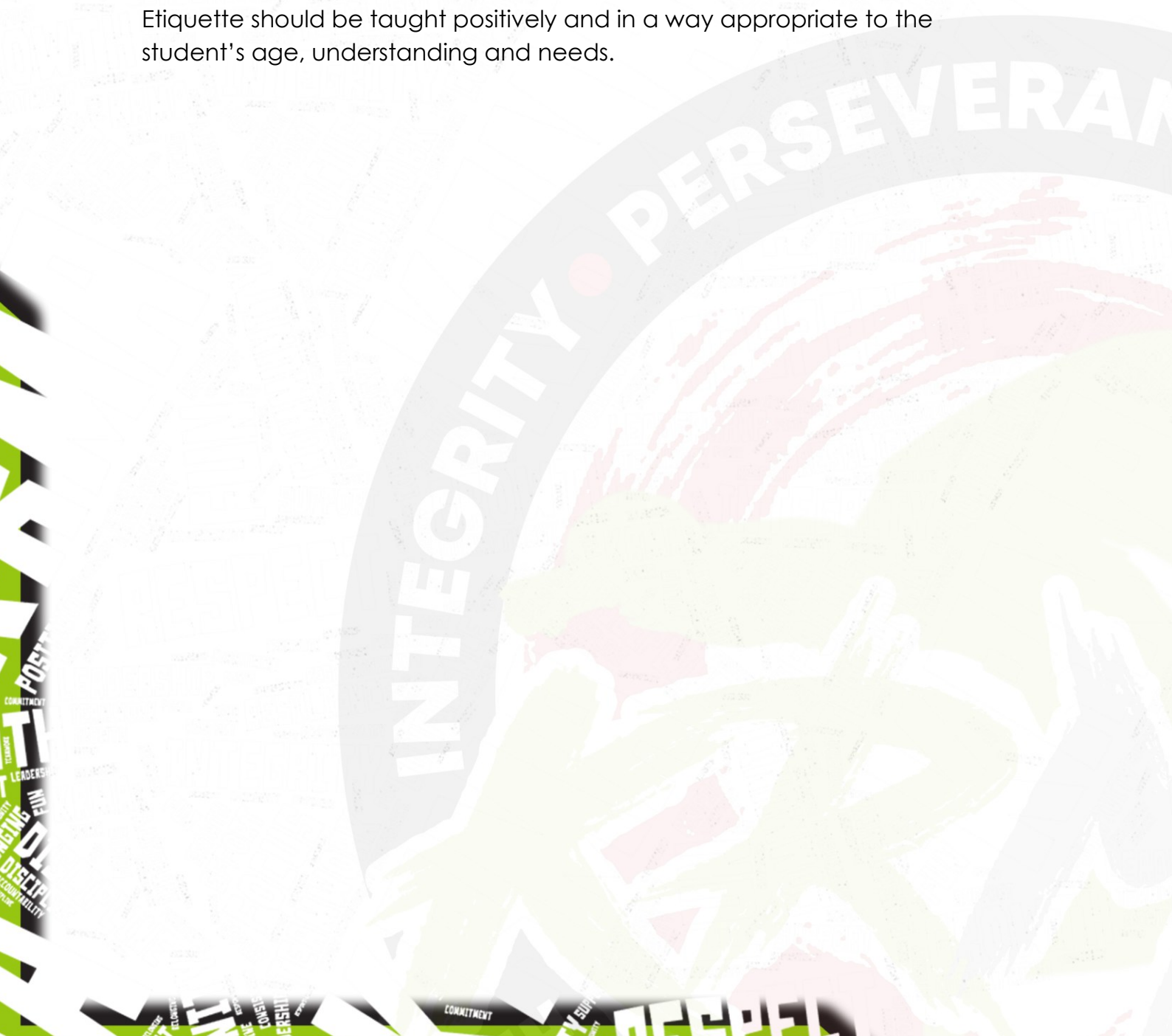
Traditional discipline does not require a student to remain silent about something unsafe or inappropriate.

5.3 Dojo etiquette

Students should follow the etiquette appropriate to their programme, which may include:

- bowing when entering or leaving the training area;
- acknowledging instructors and training partners;
- lining up correctly;
- waiting for permission before joining late;
- using appropriate titles;
- maintaining attention;
- and showing respect during demonstrations, gradings and ceremonies.

Etiquette should be taught positively and in a way appropriate to the student's age, understanding and needs.



6. Safeguarding and Speaking Up

Students have the right to feel safe.

A student should speak to a trusted adult if:

- someone hurts them;
- someone frightens or threatens them;
- they are being bullied;
- an adult or student behaves inappropriately;
- they receive unwanted messages;
- someone asks them to keep an unsafe secret;
- they feel pressured into something;
- they see another person being mistreated;
- they feel unsafe during training;
- or they are worried about something happening inside or outside KRMA.

Concerns may be reported to:

- an instructor;
- a trusted member of staff;
- a parent or carer;
- the Designated Safeguarding Lead;
- the Deputy Designated Safeguarding Lead;
- or emergency services where someone is in immediate danger.

Designated Safeguarding Lead: Kayleigh Humphreys

Email: safeguarding@krma.co.uk

Telephone: 01652 653560

Deputy Designated Safeguarding Lead: Andrew Banks

Where someone is in immediate danger, call **999**.

6.1 Students will be listened to

When a student raises a genuine concern, KRMA will aim to:

- listen calmly;
- take the concern seriously;
- protect immediate safety;
- avoid blame;
- record relevant information;
- and pass the concern to the appropriate person.

A student will not be punished merely for reporting a concern in good faith.

6.2 Confidentiality

An instructor cannot always keep a safeguarding concern secret.

Information may need to be shared with people who can help protect the student or another person.

Students should be told this honestly.

6.3 Unsafe secrets

Students should never be asked to keep a secret involving:

- inappropriate touching;
- abuse;
- threats;
- secret meetings;
- private messages;
- gifts intended to create secrecy;
- photographs;
- harmful behaviour;
- or anything that makes them feel unsafe.

Surprises that are temporary and harmless are different from secrets intended to conceal unsafe behaviour.

7. Arrival, Attendance and Leaving Safely

Students must follow KRMA's arrival, attendance and collection arrangements.

7.1 Arrival

Students should:

- arrive at the correct venue;
- arrive on time where possible;
- enter calmly;
- report to the appropriate instructor;
- and ensure their attendance is recorded.

A student arriving late should:

- enter quietly;
- wait for acknowledgement where required;
- and join the activity safely.

7.2 Attendance

Students must not:

- sign in another student who is not present;
- knowingly provide false attendance information;
- leave the training area without permission;
- or pretend that another adult has collected them.

7.3 Leaving the training area

Children and young people must not leave:

- a class;
- venue;
- competition area;
- transport group;

- trip;
- or residential activity

without permission from the responsible adult.

Where a student needs:

- the toilet;
- fresh air;
- a quiet space;
- first aid;
- or emotional support,

they should tell an instructor.

Students will not be punished merely for asking for help or requesting a safe break.

7.4 Collection

Students must leave only through the agreed arrangement.

They must not:

- go home with another family without permission;
- leave with an unauthorised person;
- change collection arrangements themselves;
- or leave an event without informing the responsible KRMA adult.

Older students permitted to leave independently must follow the arrangements agreed between KRMA and their parent or carer.

7.5 Becoming separated or lost

A student who becomes separated should:

- remain calm;
- go to the agreed meeting point;
- approach a police officer, venue official or another identifiable safe adult;

- contact the KRMA trip leader or parent;
- avoid leaving with an unknown person;
- and avoid wandering further away.

A student who notices that another child is missing must tell an adult immediately.



8. Uniform, Appearance and Hygiene

Students must wear the approved uniform for their programme unless an alternative has been authorised.

Uniform requirements support:

- safety;
- identity;
- equality;
- discipline;
- hygiene;
- and a professional training environment.

8.1 Authorised adjustments

Reasonable alternatives may be approved for:

- disability;
- medical needs;
- religious requirements;
- pregnancy;
- sensory needs;
- temporary injury;
- financial hardship;
- or another legitimate reason.

A student should not be criticised for an authorised adjustment.

8.2 Uniform condition

Uniforms should be:

- clean;
- safe;
- correctly fitted;

- suitable for the activity;
- and worn appropriately.

Belts should be worn according to the student's awarded grade and programme.

A student must not claim or wear a grade they have not officially achieved or been authorised to display.

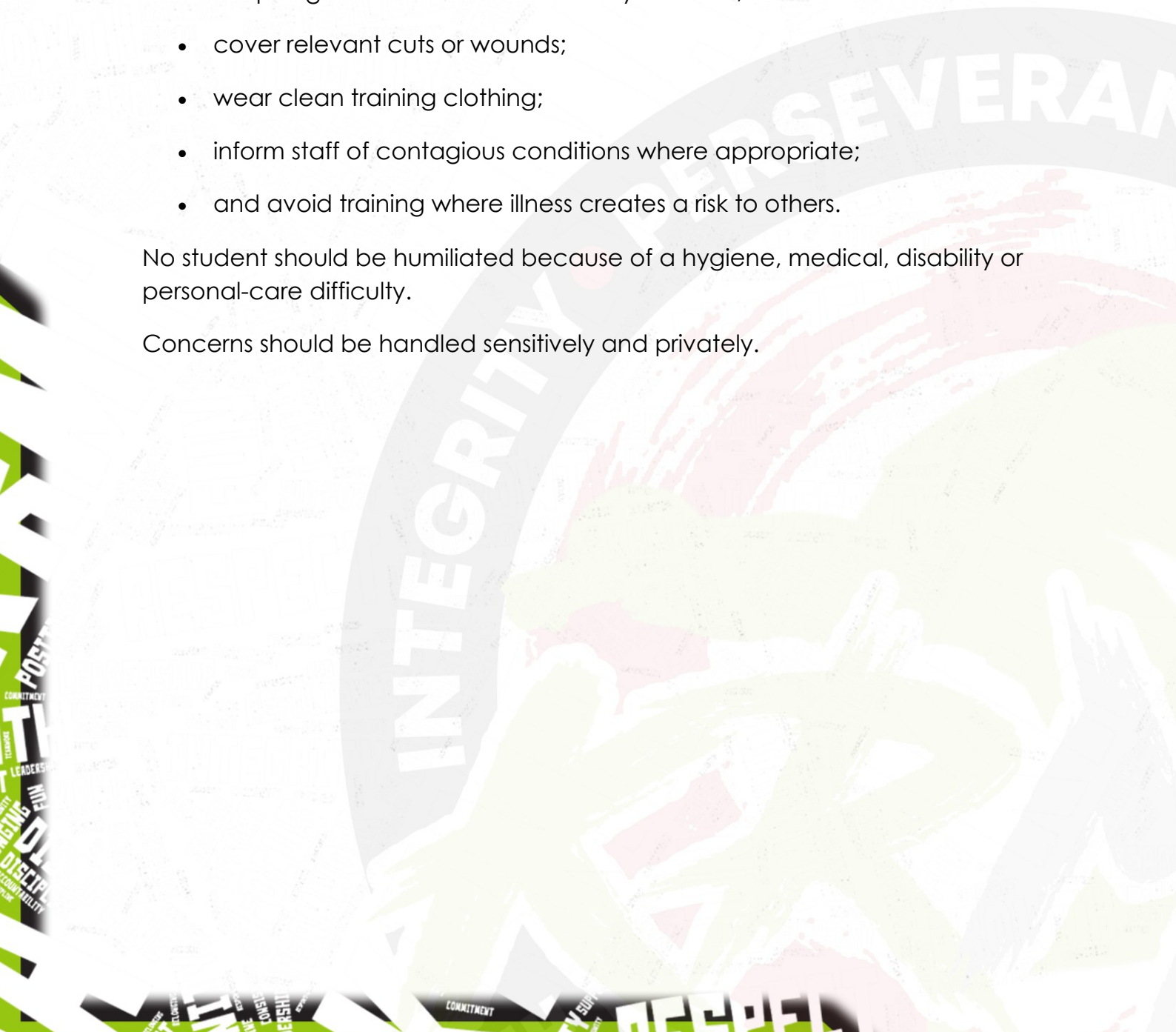
8.3 Personal hygiene

Students should:

- maintain appropriate personal cleanliness;
- keep fingernails and toenails suitably trimmed;
- cover relevant cuts or wounds;
- wear clean training clothing;
- inform staff of contagious conditions where appropriate;
- and avoid training where illness creates a risk to others.

No student should be humiliated because of a hygiene, medical, disability or personal-care difficulty.

Concerns should be handled sensitively and privately.



9. Equipment, Jewellery and Personal Belongings

9.1 Jewellery and accessories

Jewellery and accessories should normally be removed before training, including:

- watches;
- fitness trackers;
- earrings;
- necklaces;
- bracelets;
- rings;
- facial piercings;
- and other items that may cause injury.

Wedding rings, medical items, religious items or piercings that cannot be removed may require:

- safe covering;
- activity modification;
- or another agreed arrangement.

The instructor will decide whether an item can be worn safely.

9.2 Protective equipment

Students must wear required protective equipment for activities such as:

- sparring;
- contact drills;
- weapons practice;
- competition;
- or another higher-risk activity.

Protective equipment must be:

- appropriate;
- correctly fitted;
- maintained in safe condition;
- and used as instructed.

Students must report damaged equipment.

9.3 KRMA equipment

Students must:

- use equipment only as instructed;
- handle it safely;
- return it after use;
- avoid deliberate damage;
- and report defects or damage immediately.

Students may be responsible for deliberate or reckless damage, subject to age, circumstances and fair consideration.

9.4 Personal belongings

Students remain responsible for personal belongings unless KRMA has formally accepted responsibility for an item.

Valuable or unnecessary items should not be brought to training.

Students must not access, take, hide or damage another person's property.

10. Safe Participation and Technique Use

Martial arts techniques must only be practised:

- under appropriate supervision;
- in the way instructed;
- at a safe level of control;
- with a suitable partner;
- and within the rules of the activity.

10.1 Control

Students must control:

- speed;
- power;
- contact;
- range;
- and emotional response.

A student must stop immediately when instructed.

Students must not attempt to prove toughness by ignoring:

- pain;
- injury;
- dizziness;
- breathing difficulty;
- distress;
- or unsafe conditions.

10.2 Unauthorised techniques

Students must not practise techniques that:

- have not been authorised;

- are beyond their current level;
- create unnecessary injury risk;
- involve prohibited contact;
- or are being used outside the structured activity.

Students may ask questions about techniques, but they must not experiment dangerously on another student.

10.3 Martial arts skills outside class

Martial arts skills must never be used to:

- bully;
- intimidate;
- threaten;
- show off dangerously;
- punish another person;
- start a fight;
- or cause unnecessary harm.

Students may use reasonable self-protection where genuinely necessary, but should prioritise:

- awareness;
- avoidance;
- de-escalation;
- escape;
- seeking help;
- and reporting the incident.

10.4 Partner care

Students must:

- respect differences in size and ability;

- use the agreed contact level;
- respond when a partner taps or asks to stop;
- avoid targeting injuries;
- communicate concerns;
- and help create a safe learning environment.

Higher grades must adjust their training appropriately when working with less experienced students.



11. Conduct During Classes

Students are expected to contribute to a focused, disciplined and positive learning environment.

11.1 Listening and attention

Students should:

- listen when an instructor or authorised senior student is speaking;
- avoid interrupting demonstrations;
- follow instructions promptly;
- ask questions at an appropriate time;
- remain in the assigned training area;
- and give training partners their full attention.

Students must not deliberately distract others or repeatedly prevent the class from learning.

11.2 Speaking and language

Students should speak:

- one at a time where appropriate;
- respectfully;
- at a suitable volume;
- and using language appropriate for a family environment.

Students must not use:

- abusive language;
- discriminatory terms;
- sexualised comments;
- threats;
- degrading nicknames;
- or language intended to humiliate another person.

11.3 Food, drink and chewing gum

Food and chewing gum are not permitted on the training mats unless specifically authorised for:

- a medical reason;
- emergency treatment;
- an organised activity;
- or another approved purpose.

Students should bring suitable hydration and use drinks during agreed breaks.

11.4 Electronic devices

Phones, watches, tablets, headphones and other electronic devices may only be used during classes with instructor permission.

Devices must not:

- distract the student;
- interrupt instruction;
- record others without permission;
- display inappropriate material;
- or interfere with safety.

A student who needs access to a device for a medical, disability or communication reason should inform the instructor.

11.5 Seating and waiting

Students waiting for their class, grading, competition category or collection must:

- remain in the agreed area;
- behave safely;
- avoid interfering with another class;
- follow staff instructions;
- and avoid using equipment without permission.

11.6 Following instructions

Students must follow lawful and reasonable safety instructions.

A student should ask for clarification where they:

- do not understand;
- believe an activity is unsafe;
- are injured;
- feel overwhelmed;
- or require an adjustment.

Students will not be punished merely for raising a genuine safety or welfare concern respectfully.



12. Behaviour Towards Others

Every student is responsible for helping create a safe and supportive KRMA community.

Students must:

- treat others with courtesy;
- respect personal space;
- train with appropriate control;
- include others where possible;
- encourage teammates;
- accept differences;
- respect another person's property;
- and behave with good sportsmanship.

12.1 Training partners

Students should train cooperatively with different partners when directed.

They must not:

- refuse a partner for a discriminatory or humiliating reason;
- deliberately target a less experienced student;
- use excessive force;
- take advantage of size, grade or ability;
- retaliate after accidental contact;
- or continue after a partner asks to stop.

An instructor may change partners because of:

- safety;
- height or weight;
- experience;
- medical need;

- additional needs;
- contact level;
- or another legitimate coaching reason.

12.2 Personal boundaries

Students must respect when another person:

- asks for more space;
- does not wish to be touched outside the activity;
- asks to stop a drill;
- indicates discomfort;
- or requires a different communication approach.

Necessary contact within martial arts training must still be controlled, respectful and appropriate.

12.3 Relationships and affection

Students must not engage in sexualised or otherwise inappropriate behaviour during KRMA activities.

Age-appropriate friendships are welcomed, but personal relationships must not:

- disrupt classes;
- create pressure;
- involve harassment;
- compromise safeguarding;
- or lead to inappropriate public behaviour.

Adult students must maintain appropriate boundaries with children and young people.

13. Bullying, Harassment and Discrimination

Bullying, harassment and discriminatory behaviour have no place at KRMA.

This includes behaviour that occurs:

- face to face;
- during classes;
- at events;
- while travelling;
- through messages;
- on social media;
- in gaming communities;
- or outside KRMA where it affects a student's welfare or participation.

13.1 Examples of prohibited behaviour

Students must not:

- hit, push or hurt someone outside an authorised activity;
- threaten or intimidate;
- mock appearance, ability, disability or background;
- spread rumours;
- deliberately exclude someone to cause harm;
- repeatedly embarrass another student;
- misuse rank or popularity;
- share humiliating images;
- create abusive messages or posts;
- encourage others to target someone;
- use discriminatory language;
- make sexualised comments;

- or retaliate against someone who reports a concern.

A serious one-off incident may still require immediate action even where it does not form part of a repeated pattern.

13.2 Banter

A student cannot excuse harmful behaviour simply by calling it:

- banter;
- a joke;
- tradition;
- character building;
- or normal martial arts behaviour.

Where another person is distressed, humiliated, frightened or targeted, the behaviour must stop.

13.3 Bystanders

Students who witness bullying should:

- avoid joining in;
- tell a trusted adult;
- support the person affected where safe;
- preserve relevant messages or evidence;
- and avoid sharing the harmful material further.

Students should not place themselves in danger by physically confronting someone.

13.4 Reporting

A student will not be punished for reporting a concern honestly and in good faith.

Knowingly making a false allegation to harm another person may itself be addressed as misconduct.

A concern that cannot be proven is not automatically dishonest or malicious.

14. Online Behaviour and Social Media

Students must demonstrate the same respect online that is expected in person.

This applies to:

- social media;
- messaging applications;
- group chats;
- gaming platforms;
- video calls;
- review sites;
- livestreams;
- and any online space connected with KRMA members.

14.1 Appropriate online behaviour

Students should:

- communicate respectfully;
- protect personal information;
- avoid sharing another person's content without permission;
- report harmful messages;
- block or leave unsafe conversations where appropriate;
- and speak to a trusted adult when worried.

14.2 Prohibited online conduct

Students must not:

- bully or threaten;
- impersonate another person;
- share sexualised or abusive content;
- publish private conversations to humiliate someone;

- distribute another person's address or contact details;
- create fake accounts targeting someone;
- organise exclusion or harassment;
- share embarrassing images;
- pressure someone to send photographs;
- or encourage unsafe challenges.

14.3 Communication with staff

Children and young people should not seek secret or highly personal communication with instructors or adult members.

Communication with staff should normally:

- use approved KRMA channels;
- concern a legitimate KRMA matter;
- include a parent or carer where appropriate;
- remain professional;
- and avoid disappearing-message functions.

A student should tell a trusted adult if a staff member or adult student:

- asks them to keep messages secret;
- sends sexualised or inappropriate content;
- asks for personal photographs;
- arranges a private meeting;
- offers unexplained gifts;
- or communicates in a way that makes them uncomfortable.

14.4 Adult students and minors

Adult students must maintain safe and appropriate boundaries with under-18 students.

They must not:

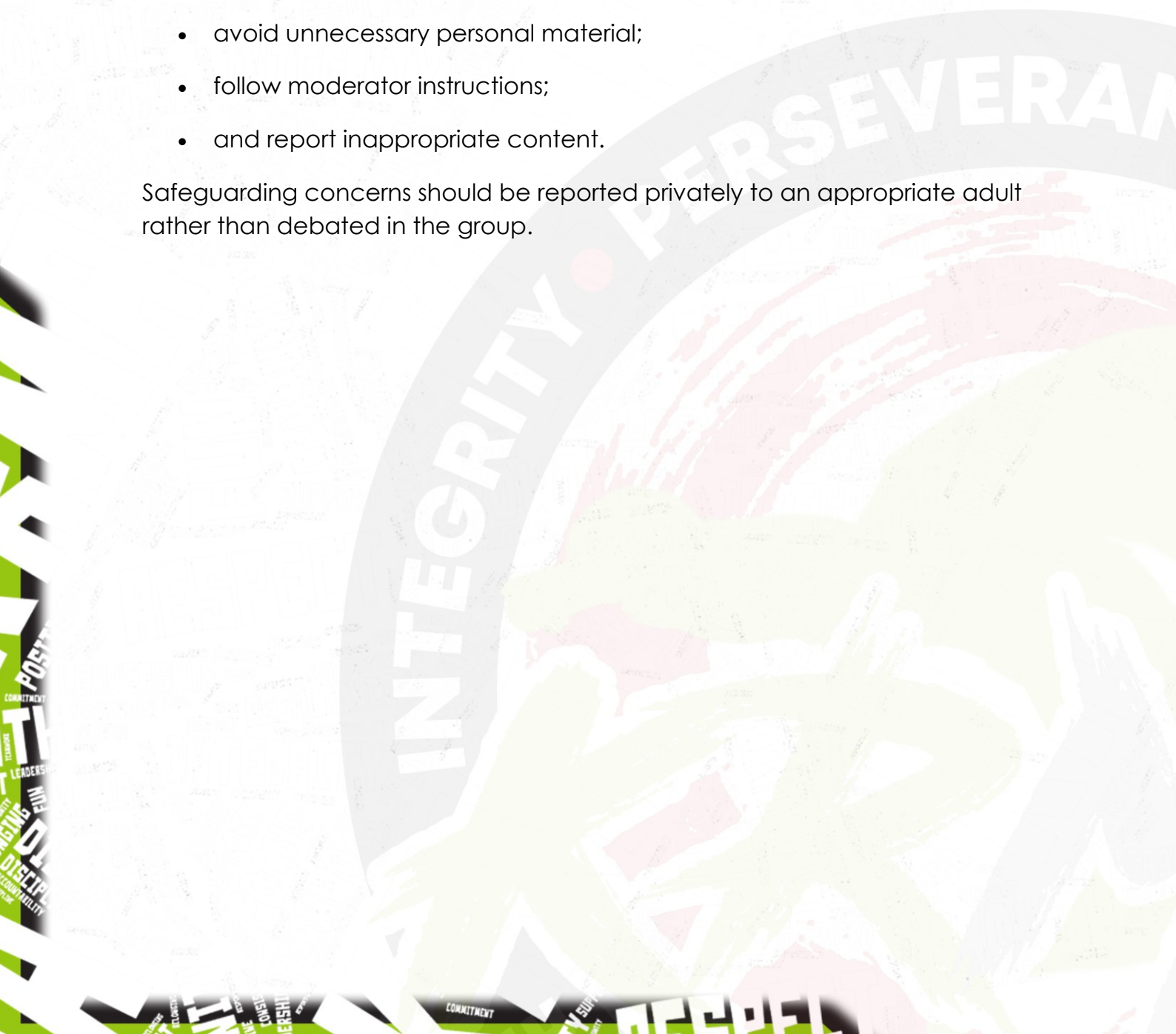
- pursue a sexual or romantic relationship with a child;
- create secret contact;
- encourage dependency;
- arrange unauthorised private meetings;
- or use their age, grade or status to pressure a younger student.

14.5 Official groups

Students included in an official KRMA group must:

- use it for its intended purpose;
- communicate respectfully;
- avoid unnecessary personal material;
- follow moderator instructions;
- and report inappropriate content.

Safeguarding concerns should be reported privately to an appropriate adult rather than debated in the group.



15. Photography, Video and Privacy

Students must respect other people's privacy.

15.1 Taking photographs or recordings

Students may only photograph, film or record a KRMA activity where permission has been given.

They must not:

- secretly record another person;
- disrupt a class;
- record private conversations;
- livestream without authorisation;
- or photograph confidential documents.

15.2 Prohibited locations

Phones, cameras and recording devices must not be used in:

- changing rooms;
- toilets;
- showers;
- personal-care areas;
- or bedrooms during residential activities.

15.3 Sharing content

Students must not share an image or recording to:

- embarrass;
- sexualise;
- bully;
- expose private information;
- or create a safeguarding risk.

KRMA may require harmful or unauthorised material to be removed.

Where content may be evidence of bullying, abuse or another serious concern, it should be preserved privately and shown to a trusted adult rather than circulated.



16. Competitions, Demonstrations, Trips and Events

Students representing KRMA must behave appropriately before, during and after the activity.

They are expected to:

- follow the trip or event leader's instructions;
- arrive at agreed times;
- remain with their assigned group;
- respect officials and organisers;
- support teammates;
- compete fairly;
- use appropriate language;
- look after equipment;
- follow safeguarding and handover arrangements;
- and represent KRMA positively.

16.1 Officials and results

Students must not:

- abuse judges or referees;
- threaten another competitor;
- argue aggressively;
- damage equipment following a result;
- refuse lawful safety instructions;
- or encourage confrontation.

A student may ask an appropriate question or use an official appeal route through their coach.

Winning does not excuse poor conduct, and losing does not justify abuse.

16.2 Team conduct

Students should:

- encourage teammates;
- celebrate others' success;
- avoid boasting intended to humiliate;
- support less experienced competitors;
- and demonstrate good sportsmanship.

16.3 Remaining with the group

Children must not leave:

- the venue;
- hotel;
- transport;
- competition area;
- agreed free-time area;
- or supervision group

without permission.

Students must report to the agreed meeting point and notify an adult if plans change.

16.4 Travel

During KRMA-arranged travel, students must:

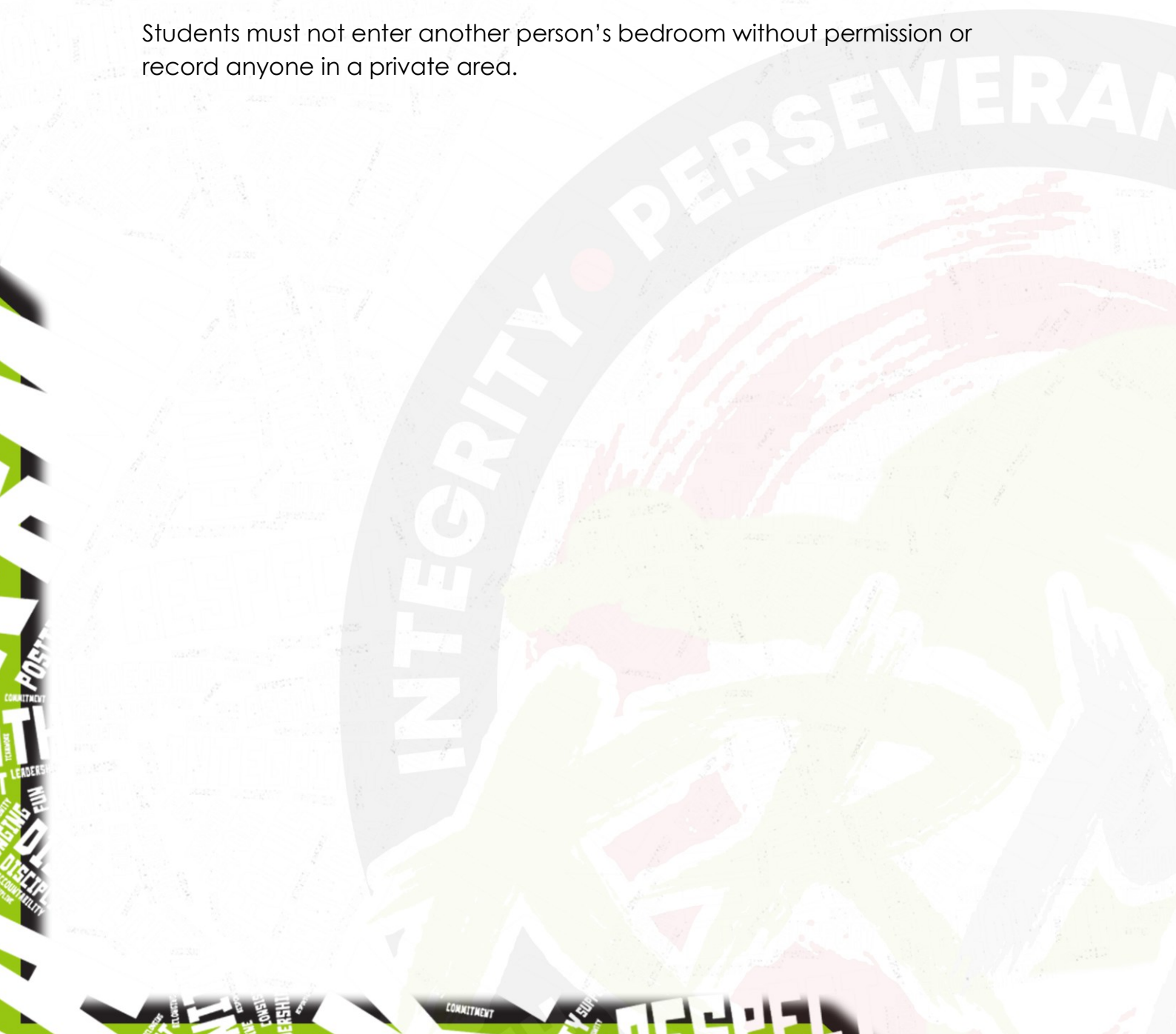
- remain seated where directed;
- wear seat belts or child restraints;
- avoid distracting the driver;
- remain with the group during stops;
- respect other passengers;
- keep exits clear;
- and follow head-count procedures.

16.5 Residential activities

During overnight activities, students must follow:

- room arrangements;
- curfews;
- privacy rules;
- fire procedures;
- medication arrangements;
- free-time boundaries;
- and staff instructions.

Students must not enter another person's bedroom without permission or record anyone in a private area.



17. Martial Arts Weapons

Weapons must be treated as training equipment requiring discipline, control and responsibility.

This includes:

- katana;
- bokken;
- bo;
- jo;
- kama;
- sai;
- nunchaku;
- training knives;
- and other traditional or freestyle weapons.

17.1 Permission and supervision

Students may only use weapons:

- with instructor permission;
- in an authorised activity;
- within their level of training;
- in the correct area;
- and under suitable supervision.

17.2 Transport and storage

Weapons must be:

- packed safely;
- covered or secured appropriately;
- transported discreetly;
- kept away from unauthorised people;

- and stored as directed.

Students must not display or practise with weapons:

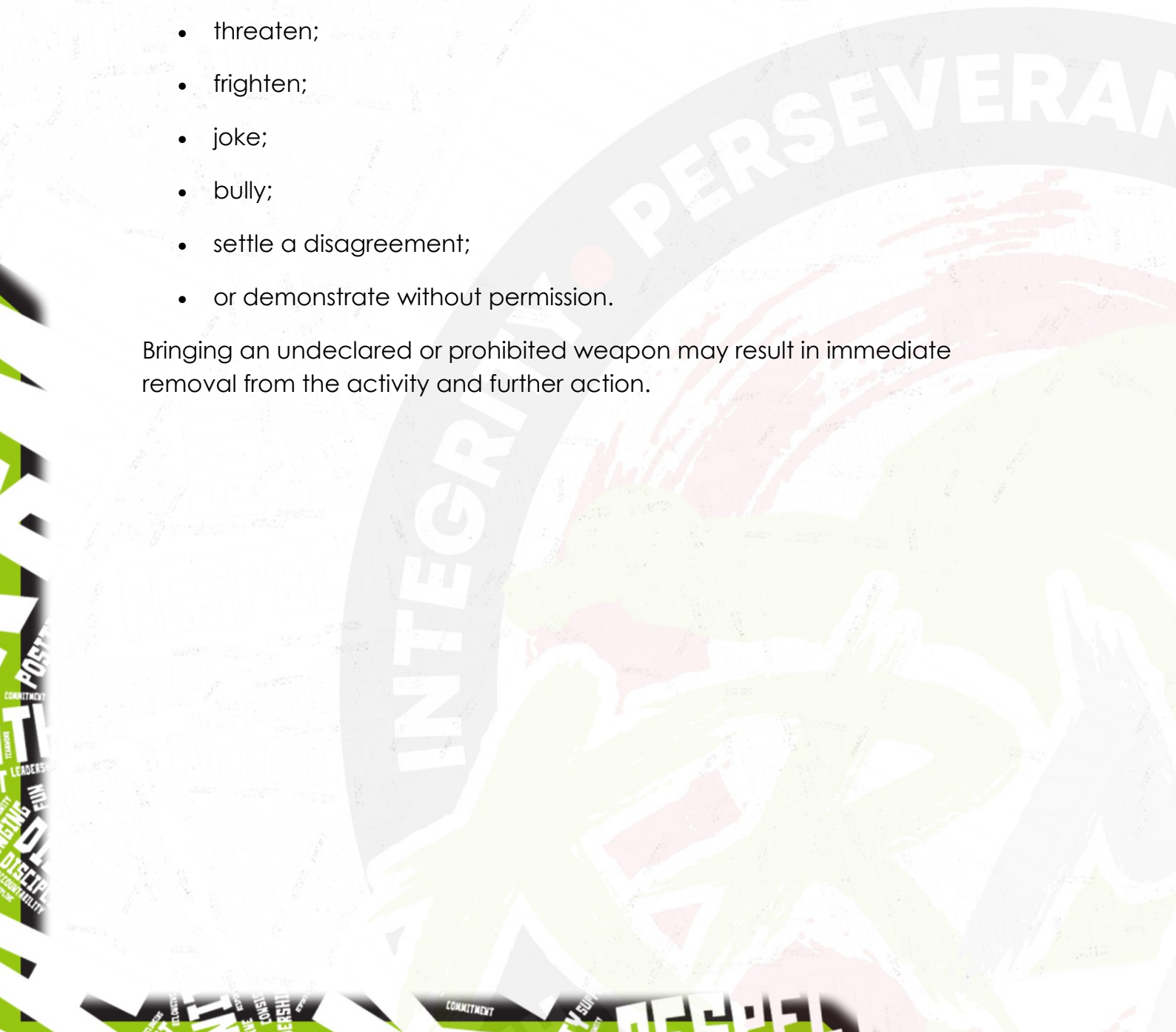
- in car parks;
- on public transport;
- in public areas;
- in hotel corridors;
- or anywhere likely to cause fear or danger.

17.3 Misuse

Weapons must never be used to:

- threaten;
- frighten;
- joke;
- bully;
- settle a disagreement;
- or demonstrate without permission.

Bringing an undeclared or prohibited weapon may result in immediate removal from the activity and further action.



18. Injuries, Medical Needs and Reasonable Adjustments

Students must tell an instructor where they:

- are injured;
- feel unwell;
- feel dizzy;
- cannot breathe properly;
- experience unusual pain;
- need medication;
- feel overwhelmed;
- or do not feel safe continuing.

Students must not hide an injury merely to:

- complete a grading;
- remain in a competition;
- impress others;
- avoid disappointing an instructor;
- or appear tough.

18.1 Medical restrictions

Students must follow reasonable restrictions relating to:

- injury;
- illness;
- concussion;
- medical advice;
- recovery;
- or safe return to training.

18.2 Medication

Students must follow KRMA arrangements for medication.

Medication must not be:

- shared;
- misused;
- concealed where staff need to know about it;
- or taken from another person.

18.3 Reasonable adjustments

KRMA may provide adjustments for:

- disability;
- SENDI;
- medical needs;
- communication differences;
- sensory needs;
- pregnancy;
- injury;
- trauma;
- or another legitimate requirement.

Students must respect adjustments provided to others.

They should not:

- mock them;
- call them unfair;
- demand private medical information;
- or interfere with support arrangements.

Different support does not mean lower expectations of respect or safe behaviour.

19. Behaviour Support and Discipline

KRMA will aim to address behaviour in a fair, proportionate and educational way.

The purpose of discipline is to:

- protect safety;
- restore appropriate conduct;
- support learning;
- encourage responsibility;
- and prevent recurrence.

19.1 Early intervention

Minor concerns may be addressed through:

- a reminder;
- redirection;
- a coaching conversation;
- changed seating or partner;
- a supervised break;
- reflection;
- additional guidance;
- or contact with a parent or carer.

19.2 Individual circumstances

Before deciding an appropriate response, KRMA may consider:

- age;
- understanding;
- intent;
- impact;
- disability;

- SENDI;
- communication needs;
- trauma;
- emotional distress;
- previous incidents;
- safeguarding concerns;
- and willingness to improve.

Additional needs may explain behaviour and affect the support required, but they do not automatically make harmful behaviour acceptable.

19.3 Staged warnings and strikes

Where appropriate, KRMA may use a staged warning or strike process.

This may include:

1. A formal reminder or first strike.
2. A meeting, support plan or second strike.
3. A final warning, temporary suspension or third strike.

This is a general framework rather than an automatic process.

KRMA may:

- use additional support before issuing a strike;
- remove or review a strike following sustained improvement;
- move directly to a more serious response where safety requires it;
- or manage safeguarding matters outside the strike system.

The expiry or removal of a behaviour strike does not require KRMA to delete safeguarding, accident or incident records that must be retained.

19.4 Restorative approaches

Where appropriate and safe, KRMA may use:

- a reflective conversation;

- an apology;
- repairing damage;
- rebuilding trust;
- or another restorative action.

Participation must not be forced where:

- there is a serious power imbalance;
- the person harmed feels unsafe;
- safeguarding concerns exist;
- or the process could cause further distress.

19.5 Possible responses

Depending upon the circumstances, KRMA may use:

- guidance;
- a warning;
- parent or carer contact;
- behaviour agreement;
- increased supervision;
- restricted activity;
- change of class;
- loss of event or team participation;
- temporary suspension;
- permanent removal;
- safeguarding referral;
- or police involvement.

20. Serious Misconduct

Serious incidents may require immediate action without completing a staged warning process.

Serious misconduct may include:

- violence;
- deliberate serious injury;
- sexual harassment or sexualised conduct;
- serious bullying;
- discriminatory abuse;
- credible threats;
- bringing or misusing a weapon;
- supplying or possessing illegal drugs;
- theft;
- deliberate serious damage;
- unsafe use of martial arts techniques;
- grooming or exploitation;
- significant online harassment;
- retaliation against a reporter;
- leaving an activity in a way that creates serious danger;
- or another behaviour creating significant risk.

This list is not exhaustive.

20.1 Alcohol, drugs, smoking and vaping

Students must not attend or participate while dangerously impaired.

Children and young people must not possess or use:

- alcohol;
- illegal drugs;

- tobacco;
- nicotine products;
- vaping products;
- or medication not prescribed or authorised for them.

Adult students must not use these products in a way that:

- creates danger;
- affects coaching or participation;
- exposes children;
- breaches venue rules;
- or damages the learning environment.

20.2 Immediate protective action

KRMA may immediately:

- stop participation;
- remove access to equipment;
- separate those involved;
- contact parents;
- call emergency services;
- preserve evidence;
- suspend attendance;
- or make a safeguarding referral.

Immediate protective action does not automatically determine the final outcome.

21. Reporting Concerns and Complaints

Students are encouraged to report concerns early.

A concern may be raised with:

- an instructor;
- another trusted staff member;
- the Designated Safeguarding Lead;
- a parent or carer;
- or another safe adult.

Adult students may also use KRMA's Complaints Policy directly.

21.1 How to report

A student may report:

- verbally;
- in writing;
- through an approved digital channel;
- with help from a parent or supporter;
- or by asking for a private conversation.

Students should provide as much information as they can, but they do not need proof before asking for help.

21.2 No retaliation

No person may punish, threaten, exclude or target a student because they raised a genuine concern.

Retaliation may be treated as a separate serious breach.

21.3 Concerns about an instructor

A student may report an instructor, senior grade or staff member.

Rank, qualifications, popularity or authority do not prevent a concern from being raised.

Where the concern relates to one safeguarding lead, it may be reported to the other safeguarding lead or an external safeguarding authority.



22. Student Declaration

I confirm that I have read, or have had explained to me, the **KRMA Student Code of Conduct**.

I agree that I will:

- treat instructors, senior students and fellow students with respect;
- follow safe and reasonable instructions;
- demonstrate appropriate martial arts discipline and etiquette;
- show additional respect to instructors and higher grades;
- use my rank responsibly;
- avoid bullying, discrimination and harassment;
- train with control;
- respect personal boundaries;
- report injuries and unsafe conduct;
- follow arrival, collection and missing-child arrangements;
- use social media responsibly;
- respect privacy;
- look after equipment;
- use martial arts skills responsibly;
- and represent KRMA positively.

I understand that:

- I have the right to raise a safety or safeguarding concern;
- I will not be punished merely for speaking up honestly;
- rank must never be used to bully or silence someone;
- online behaviour may be addressed where it affects the KRMA community;
- serious incidents may result in immediate protective or disciplinary action;

- and KRMA will consider my age, needs and circumstances when responding to behaviour.

Student name: _____

Programme: _____

Student signature: _____

Date: _____

For a child who is too young or unable to sign independently:

Code explained by: _____

Parent/carers name: _____

Parent/carers signature: _____

Date: _____

Received by KRMA: _____

Date: _____



23. Monitoring, Review and Approval

KRMA will monitor the effectiveness of this Code through:

- class observations;
- behaviour records;
- safeguarding reports;
- bullying concerns;
- student feedback;
- parent feedback;
- staff feedback;
- competition and trip incidents;
- online concerns;
- and lessons identified through previous cases.

The Code will be reviewed:

- annually;
- following a significant safeguarding incident;
- following serious or repeated behaviour concerns;
- following changes to related KRMA policies;
- following changes in programmes or activities;
- or whenever KRMA considers review necessary.

A child-friendly summary may be used alongside this full Code.

The summary does not replace the full document.

Policy Approval

Document title: Student Code of Conduct

Organisation: Koku-Ryu Martial Arts

Version: 2.0

Document owner: CEO and Chief Instructor

Safeguarding responsibility: Designated Safeguarding Lead

Designated Safeguarding Lead: Kayleigh Humphreys

Deputy Designated Safeguarding Lead: Andrew Banks

Approved by: Andrew Banks – CEO and Chief Instructor

Effective date: 13 July 2026

Next review date: 13 July 2027

Our Shared Commitment

KRMA students are expected to demonstrate:

- respect;
- discipline;
- courage;
- integrity;
- responsibility;
- humility;
- kindness;
- and self-control.

These values apply:

- in the dojo;
- at home;
- online;
- at competitions;
- during trips;
- and wherever a student represents KRMA.

Martial arts skill is important, but true progress is also shown through the way a student treats others.

Train safely. Respect tradition. Support others. Speak up when something is wrong. Use your skills responsibly.

