



## Safety policy

- 1) No practise may take place unless a qualified instructor is present.
- 2) It is the responsibility of the person in charge (i.e. the instructor) to ensure safe practise for all students.
- 3) A qualified first aider or responsible person should be present during practise. The first aider or responsible person must know the location of a telephone for use in case of an emergency. The full address and postcode of the dojo should be located next to the telephone.
- 4) A suitable first aid kit must be available during practise.
- 5) Students must be made aware of the close proximity of the walls and any potential hazards that may cause a problem for them during their practise.
- 6) All students should be asked and should communicate about any injuries or health problems they might have before the start of practise.
- 7) Before the lesson starts, students are asked **NOT** to wear jewellery of any sort or have any object in their pockets. They **MUST** have long hair tied back in a ponytail or top knot and finger / toe nails should be cut at a safe length. This is for their own safety and the safety of those they practise with.
- 8) The exits that might be used in case of fire must be kept clear at all times.
- 9) Any person in the dojo (place of practise) must be made aware of the location of the fire exits and the procedure taken in case of a fire.
- 10) All children below the age of 16 years old must be accompanied by a parent, guardian or trusted adult to the dojo (place of practise) and picked up after class by a parent, guardian or trusted adult. A trusted adult is an adult over the age of 18 that a parent or guardian trusts with their child / children. The sensei (instructor) on duty must have notification of the trusted person by the child's / children's parent or guardian.
- 11) Any child between 16 - 18 years of age may attend and leave the dojo (place of practise) by themselves as long as the sensei (instructor) on duty has notification of this by the child's / children's parent or guardian.



12) At least one trusted adult that has no relation to the sensei teaching must be present in the dojo (place of practise) while there is at least one child present in the dojo (place of practise). This is part of the BAB (British Aikido Board) safeguarding children policy.

13) All Sensei (instructors) that teach children must be DBS checked before teaching any child below the age of 18 years old.

14) Members and spectators present in the dojo (place of practise) **CAN NOT** take pictures of any child present in the dojo (place of practise) or use the photos in any way (such as social media) without the express permission from the child's parent / guardian.

15) If a child is suspected of being abused verbally, physically, mentally or in any other form then any sensei (instructor), adult or child that suspects the abuse of a child **MUST INFORM** the Living Aikido Club's chief instructor **IMMEDIATELY**. The chief instructor **MUST** then inform social services and the ADL (Aikido for Daily Life) Child Protection Officer **IMMEDIATELY**.

16) Any adult / child found to be bullying another member of the club will be given a verbal warning and their parent / guardian will be informed. If the bullying proceeds after the first warning then the accused adult / child will be suspended from practising with the club for a decided period of time or told to permanently leave the club. This is to be decided by the chief instructor of the club. The chief instructor will inform the police if the bullying is considered serious enough.

**The club and Sensei do not tolerate bullying or abuse of a child or adult of any kind.**

**Any issues involving these types of acts will be dealt with immediately and will have serious consequences.**