

CODE OF CONDUCT

Club Name	University of Warwick Judo & BJJ Club
Date Updated	7 th March 2018

This document informs members of the above club of the requirements for safe participation in their activity. Please read it carefully.

Warwick SU does not condone any activities outside the remit of this Code of Conduct and encourages individuals, in the interests of their personal safety, not to participate in activities not covered by this document.

General:

- Members must disclose to Daniel Mair any medical condition that may affect any first aid situation should it arise
- Members should not eat or drink large quantities at least 1 hour prior to training or participating (where applicable)
- Members are required to abide by the rules and regulations set down by the Department of Physical Education and Sport when using University facilities

Training:

- Training partners should be of a similar height and weight, even though participants of different heights and size can practice together, it is not advisable for beginners. Senior grades are expected to practice safely with beginners, and will be informed of this expectation. If there is an obvious difference in weight, then the heavier individual should practice with courtesy as to avoid injuries.
- An effort should be made that the training mats do not separate too seriously during training. There should be no sharp edges near the training area, to ensure that no-ones welfare is placed at risk while training.
- It is of the utmost importance that participants have a practice area which is safe and preserves their physical health. The preference for this is sprung flooring, as takedowns are prone to place significant stress on the skeletal structure. While Judo, nor BJJ, poses a risk when practiced safely, steps should be taken to ensure the training area meets the requirements of the activity undertaken.

- The training surface should be covered with tatami or equivalent materials. The surface should meet absorption and energy dispersion requirements without being bent too much out of shape beneath the weight of the participants. It is also important that the surface allows for optimal traction and not become too slippery as participants move about.
- Finally, the surface components should be secured so that they do not move, and the use of skid-proof tatami offers a major advantage. Tatami are generally 1m x 2m, about 4cm thick, and have a density of 250-300 psi.
- If you are caught in a situation that is even mildly uncomfortable, then you should tap, and the individual inflicting the submission will then release.
- Cleanliness standards are as follows: Long hair should be tied back so it does not interfere with practice. Nails should be cut before practice to avoid cuts. There is a zero tolerance for skin infections in line with UKBJJA, BJA, and BJC regulations. The gi that an individual wears to partake in Judo or BJJ should be clean at all times, have no unpleasant odors, and contain no stains. Footwear must be worn at all times when off the mat and under no circumstances should anyone be walking barefoot before coming onto the mats.
- All Jewelry should be removed before training.
- A first aid kit should be present at every Judo and BJJ session, alongside an accident report book in line with UKBJJA, BJA, and BJC policy.
- The Fire exit procedure should be explained at the start of the year so that the coaches and participants are fully aware of the procedure.
- Sportsmanship should be observed at all times, especially courtesy, mutual help, and respect.

Levels of Competence:

- Within the sport of Brazilian-Jiu-Jistu, level of competence is indicated by a belt, and determined at the instructor's digression. No set criteria exists, and the sport relies on integrity.
- Within the sport of Judo, level of competence is also indicated by a belt, however this can be awarded at the discretion of an assessor. Set criteria exists for each belt.

Affiliations:

- UKBJJA, info@ukbjja.org , UKBJJA, Shaftesbury Mansions, 52 Shaftesbury Avenue, London, W1D 6LP. This affiliation provides member-member insurance, details of which can be found here: <http://www.ukbjja.org/membership>
- BJA, Loughborough Technology Centre, Epinal Way, Loughborough, LE11 3GE, 01509631670. bja@britishjudo.org.uk
- BJC, 37 High Street, Stalham, Norfolk, NR12 9AH, +44 (0) 1692580900. admin@britishjudocouncil.org

National Governing Body Code of Practice:

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<https://www.britishjudo.org.uk/wp-content/uploads/2016/05/Coaches-Codes-of-Conduct-and-Ethics-February-2017.pdf>

- <http://www.britishjudocouncil.org/bjc-byelaws.php>
- <http://www.ukbjja.org>

Coaching:

- Club sessions will be run by a coach provided they can produce an adequate level of qualification. Our Brazilian Jiu-Jitsu coach is Tom Caughey, a black belt from Birmingham, and our we employ MGN Total Judo Coaching LTD. To coach our Judo sessions.
- All members are expected to follow the instructions of the coach during training sessions, provided they are sensible.

Equipment:

- Necessary equipment (i.e a gi and belt) will be provided to beginner's on a per session basis and for an indefinite period upon receipt of a deposit (amount to be confirmed by the Club's Treasurer). Furthermore, the Club will sell judo kits and belts at an affordable price to its members.
- Kits should be washed at cold temperatures and should under no circumstances be machine dried in order to ensure the kit's suitability.
- During the laying out of mats before a session it is the responsibility of club officers to ensure that there are no cuts or deformations of the mats that could present a training hazard. Should it be the case the relevant mat shall be put aside to avoid any injuries or bruises.
- When stored all mats should be piled up neatly and with similar faces in contact with each-other, in order to maintain a high standard of cleanliness and avoid premature aging of the mats.
- Equipment should be used under the supervision of the coach or the most senior member of the club present, i.e. A Blue belt or above.
- Members may use their own equipment if they can satisfy the coach, trip leader, or club president that the requisite safety checks have been carried out. Any refusal to meet the requirements of this procedure may result in disciplinary action.
- If the coach, trip leader, or president is not satisfied that the equipment has been adequately checked they will prevent the usage of this equipment by any member of the club.

Facilities:

- Members are required to abide by the rules and regulations set down by Warwick Sport when using University facilities

- Members are required to abide by the rules and regulations of each and any operator of facilities used by the Club
- Members should leave the facilities in the condition that they found them in as far as is reasonably practicable

Health and Safety Responsibilities:

- Daniel Mair and Matthew Sexton are responsible for Health & Safety within the club
- The Club guarantees that it will only attend UKBJJA, BJA, or BJC affiliated events. Thus First Aid capabilities will be present at the event as per the Rules and Regulations of the UKBJJA, BJA, and BJC.
- The Club undertake an annual risk assessment of the hazards involved in their activity. It is the responsibility of the Club President to ensure this takes place.
- Each individual member should ensure they familiarize themselves with the risks inherent in the activity and should take every recognized precaution to avoid risk to themselves and others, as detailed in the club's risk assessment, which is available here upon request.
- A member of the Club must have completed the 'Club and Society Essential Skills' training by the end of Week 4, Term 1. This training is an online module available at <http://www.warwicksu.com/sports/execresources/careersandtraining>
- The Club Coach can act as an advisor in respect of assessing risks and should be consulted in this respect.

First Aid/ Accident Reporting:

- (Any injuries/incidents or near misses whether at training, during matches/events home or away must be reported to Daniel Mair who will ensure that they are reported to the Sports Administrator.

Social Activity:

- Club members are reminded that when participating in Club's social activities they are representing the University of Warwick Students' Union and the University itself.
- Behaviour deemed to be unacceptable by either the Students' Union or the University may result in disciplinary action taken against individuals or the Club as a whole.

Club Adoptions

- The clubs aim is that every member has an enjoyable time and that no pressure be placed on any member to do anything they may not enjoy.
- The members of the club executive are responsible for the welfare of all club members and will take necessary measures to ensure that an adequate level of safety is maintained.
- It is each individual's choice if they attend club adoptions. Non attendance will not be a barrier to full participation in other club activities.

- Each Club Exec should notify the Sports Officer at least seven days before planned adoptions and include planned date, time, venue, content and supervisors they will have.
- At least two of the supervisors will have completed the 'Club and Society Essential Skills' training before adoptions take place.

Completed by (Name & Position) Daniel Mair

For further details on any element of the Student Activities Health and Safety Policy, please refer to the Student Activities department safety policy, or the Sports Officer.

SPORTS CLUB CONSTITUTION

1 NAME

1.1 The name of the Club shall be the:

“University of Warwick Judo & BJJ Club”

2 MISSION STATEMENT, AIMS AND OBJECTIVES

2.1 The statement of the Mission, Aims and Objectives of this Club shall be:

To offer a friendly and inclusive atmosphere for the practice of Judo and Brazilian-Jiu-Jitsu at any level with any approach, i.e. whether focusing on the moral code and traditions of the martial art or the Olympic sport and its competitive mentality – which both unite over a common ground that is the very first principle of Judo: ‘maximum efficiency, minimum effort.’ Furthermore, a particular effort will be made to towards the safe practice of the sport during any session for every member.

In particular, the Club and its Officers shall strive to:

- Provide a cohesive introduction to Judo and Brazilian-Jiu-Jitsu by organising yearly beginners course that provides a self-consistent exposure to the fundamentals of the sport. Upon completion these beginner course shall allow the novice to practice Judo and/or Brazilian Jiu-Jitsu and explore by himself the different aspects of each sport.
- Provide weekly session for both its advanced and less experienced member with a spirit of cooperation between different people with varying degrees of Judo and/or Brazilian Jiu-Jitsu knowledge and acquired skill.
- Provide an inclusive environment for beginner’s throughout the year, most particularly by guaranteeing that novices are supervised for their first sessions by a more experienced player that will ensure a thorough understanding of the fundamentals and thus the possibility for a smooth and safe integration into the main sessions.
- Assist experienced members who seek to acquire their first Judo dan grade. Club trips to technical examinations and competitive gradings will be arranged.
- Organise entry and transport to competitions across the country throughout the year. Emphasis will be put on competitions run by fellow university clubs and on the BUCS affiliated Judo competitions, Nonetheless, in an effort to cater for all levels of experience, attendance at both local and international competitions will be ensured.
- Explore the interplay between Judo and Brazilian Jiu-Jitsu by providing bi-weekly “BJJ for Judo” sessions aimed at cultivating the fruitful overlap between both martial arts and sports.
- Organise the yearly “Warwick University Open”, a BUCS affiliated Judo tournament which dozens of fellow university judo clubs enter for a chance to win the coveted Warwick Trophy.

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| <ul style="list-style-type: none">- Maintain the strong yet good-natured competitive atmosphere that make it such a formidable event. |
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2.2 The Club, its funds, and all its activities shall be annually subject to review by the Club's Executive Committee.

2.3 The Club, its funds, and all its activities shall be subject to the provisions of the Governing documents, By Laws and Financial Regulations of the Students' Union and any policies determined by the Sports Partnership Group.

2.4 Clubs shall abide by the Students' Union's current Equality and Diversity Policy and By Law, and environmental policy statements which shall be included in all constitutions.

2.5 Clubs will be subject to the disciplinary procedures of the University and the Students' Union.

3 DECISION MAKING

3.1 The Club General Meeting shall be the sovereign body of the club. It shall elect all executive committee members of the club and may collectively decide on any matter relating to the activities of the club subject to the above points

Elections shall be carried out in accordance with the democratic regulations of the Students' Union.

The club executive committee shall call at least one General Meeting a year for the purposes of electing all the executive committee and discussing plans and activities for the coming year. The executive committee shall give at least seven days notice of any General Meeting to all members as far as is possible and such notice shall include details of any elections to be held. The executive committee shall call further meetings either at its own initiative or at the request of 20% of the membership (as defined by the Sports Officer).

3.2 The club executive committee shall be made up of at least three voting members of which three shall be the President/Chair, and the Treasurer respectively. The General Meeting shall be free to give titles to the remaining voting members of the executive committee. At least one person should have responsibility for equality and diversity matters.

3.3 The executive committee shall be responsible for the day-to-day running of the club and may decide upon any matter which has not been decided upon by the General Meeting. The executive committee shall be further responsible for:

3.3.1 Organising the activities of the club in such a way as to include the greatest possible number of the club's members.

3.3.2 Directing the expenditure of the club's funds in a responsible fashion in line with the aims, objectives and planned activities of the club and the aforementioned financial regulations.

3.3.3 Formulating and submitting an annual bid for funds from the Students' Union prior to any specified deadline which shall include a statement of activities and objectives for the coming year and a detailed justification of the figures contained within the bid.

3.3.4 Formulating and submitting any additional bids for funds from Warwick Sport or other organisations.

3.3.5 Assisting any review (including an Annual Report) of the club's activities and use of funds carried out by the Sports Partnership Group.

3.3.6 Upholding the constitution of the club and ensuring that its aims and objectives reflect the clubs activities.

3.3.7 Communicating effectively matters relating to the club, its activities and finances as well as information from the Students' Union, University and Sports partnership Group to the club membership

3.3.8 managing the club's communication channels including but not limited to social media and website having due regard to related IT policies, Data Protection, Equality and Diversity and related legislation.

3.3.9 Ensuring all matters relating to the health and safety of club members during club activity are properly assessed and provided for.

3.3.10 Protecting the good reputation of the club, the Students' Union and the University

3.3.11 The Executive will not undertake any contracts in their name given their unincorporated status. they will not undertake any contracts in the name of the Students' Union or University without prior written agreement.

3.3.12 The Executive Committee will establish a system for the use and security of club sports equipment. At the beginning of the academic year an inventory of club equipment will be submitted to the Sports Officer

3.4 The Treasurer shall be directly responsible for the administration of any grant to the club and shall be responsible for the administration of any other income or expenditure from the clubs funds.

4 MEMBERSHIP

4.1 Membership of the club shall be open to all Full, Associate and Honorary members of Warwick Sport upon payment of the required subscription.

4.2 Only full members of the club (i.e. full members of the Students' Union as defined in the SU's Governing documents) shall be entitled to hold an executive committee position and vote in elections. Associate and Honorary Members or non-members of Warwick Sport are unable to hold any Executive position or participate in any vote conducted by either the Club or Warwick Sport.

4.3 Financial authority for the club shall be given to designated executive committee members of the club at the designation of the Sports Officer and the Students' Union Student Activities Department.

