

Statement of intent

Kyushin Ryu fully and strongly supports equal opportunity in respect of all areas of its operation

We will be supportive of the needs of the student and will respond in plain language to any correspondence entered into. Every effort will be made to explain or demystify jargon and complex processes.

Students will be treated with respect and as individuals. They will be offered the opportunity to privately discuss any special needs or concerns that they may have.

An objective assessment of the individuals' potential and training needs will be discussed with each student.

Kyushin Ryu will be governed by individuals' ability and enthusiasm, and not by

- Race
- Religion
- Gender
- Age (within certain ranges)
- Disability
- Politics

Kyushin Ryu will discriminate by only teaching techniques appropriate to individuals' skill level and ability.

Lessons are based on a fixed syllabus but may be adapted to suit individual abilities

Kyushin Ryu Ju Jitsu Association

Code of Practice

Definitions

The definitions shall be deemed to have the following meanings for the purpose of these rules:

Kyushin Ryu (KRJJA)	Kyushin Ryu Ju Jitsu Association.
Founder	The founder and senior coach of Kyushin Ryu
Club Coaches Committee (CCC)	A group made up of the Club Coaches of Kyushin Ryu
Senior sensei	3 rd Dan or above
Club coach	Instructor who manages one or more clubs.
Dojo	Physical location of a club
Syllabus	The official Kyushin Ryu grading syllabus.
KRJJA Secretary	Administrative officer

Code of Practice

1. Adherence to Code of Practice

- 1.1 Kyushin Ryu Ju Jitsu Association (KRJJA), is a private association run by the Club Coaches Committee (CCC) under the direction of its Founder and therefore the decision of the committee is final and binding.
- 1.2 The KRJJA Code of Practice is intended to give guidance to all members and should, in all events and applications, be adhered to. The contents will be used in all cases of dispute between members and form the basis of any disciplinary matter.
- 1.3 It is the Club Coaches responsibility to ensure that every prospective member of their club, or parent/guardian in the case of those below the legal age of consent, is made aware of the Code of Practice and given the opportunity to read it. The member or parent/guardian should then sign the application form to confirm acceptance of the same.
- 1.4 In cases of expediency where an instant decision is required, not covered by the Code of Practice or outside of its remit, and for the benefit of the Association, or its members, a decision may be made by the Associations Founder. This decision must be confirmed by a quorum of the CCC at the earliest opportunity and within 28 days of the decision being made.

2. Amendments to Code of Practice

- 2.1 Any alteration to the content or any part of the content or its intent can only be carried out by, and with the agreement of, a majority of the CCC.

Membership

3. Membership Applications

- 3.1 It is the responsibility of the student (or parent/guardian) to make KRJJA and the club coach aware of any physical or psychological condition, permanent or temporary that may impact on their ability to train.
- 3.2 The Club instructor/Association reserves the right to refuse an application for membership if they consider that the applicant is unsuitable.
- 3.3 On commencement of training at a selected club, the new student (or parent/guardian) must fill in and sign the correct application form for membership. The club coach will retain this for no more than two weeks and by this time the student will be expected to pay the current annual fee or part thereof, for membership. This fee and the completed form must immediately be sent to the Kyushin Ryu secretary for registration.
- 3.4 Existing members may continue to pay for their training on a session by session basis, but should be advised of the advantages of paying by monthly standing order. All new members will be required to pay by monthly standing order. Members may also wish to participate in additional training sessions at the same or alternative venues which will require the payment of a per-session fee at the current pay-as-you-go rate

4. *Membership Renewal*

- 4.1 It is the sole responsibility of the student (or parent/guardian) to ensure that membership is renewed annually by 1st of January. This must be done by an application for renewal being sent to the Kyushin Ryu secretary prior to the renewal date. Pay-as-you-go members must also include the current renewal fee.
- 4.2 Any member who fails to renew membership by the 1st of January is automatically disbarred from training until the full membership fee and insurance premium have been paid and may forfeit the right to take part in the next grading. If membership is not renewed after 3 months, the member's record may be deleted from the KRJJA database. All grades and qualifications will be no longer valid and, should the member wish to return, it may be necessary to re-qualify.

5. *Changing Clubs*

- 5.1 If, for any reason, a student wishes to change club, they must first approach their club coach for assistance in this matter. The club coach should help the student with the change.
- 5.2 If a student has difficulty in training at their registered club on a regular basis, they should, with the assistance of the club instructor, review the situation with regard to changing to a more suitable club.
- 5.3 The club coach has the right to ask a student training at his/her club not to continue to train. This may be for a breach of KRJJA code of practice or interpersonal conflict. In the case of a student registered at that club, that student will have the right to move to another club with the agreement of the founder.

Training

6. *Student Training Rules*

- 6.1 On having joined the club of their choice, the club coach and his/her assistant will be responsible for monitoring the progress of the student and will be the only persons to assess the student for advancement. The student is expected to train at their chosen club on a regular basis and is to be encouraged to participate in other organised Ju Jitsu events.
- 6.2 By definition, the art of Ju Jitsu requires close contact with other students, and it is of the utmost importance that personal hygiene does not become an issue. Hence, all students must ensure that at all times their personal hygiene is of the highest standard.

- 6.3 Any student who, in the opinion of the club coach, falls below such standards will be advised to improve the situation and may be removed from the training session.

7. Syllabus

- 7.1 Only the Kyushin Ryu syllabus will be used for the purposes of assessing and grading. Club coaches may teach techniques outside the syllabus, but the Club coach takes full responsibility for any injuries caused as a result of this action.
- 7.2 For students with special needs, either physical or psychological, the syllabus may be adapted according to the students' abilities. Such adaptation will be made in consultation with the club coach and the founder or sub-committee responsible for the syllabus.
- 7.3 The syllabus is set by a sub-committee of the KRJJA Club Coaches Committee, and is only subject to change via a recommendation from the sub-committee to the full Club Coaches Committee. Any suggestions for changes, from any source, should be, in the first instance, directed via the club coach.

8. Kyu Grade Applications

- 8.1 Students will be continuously assessed and advanced by the club coach and his/her assistant up to purple belt level. Brown belts will be required to attend an official grading in front of a panel consisting of Senior Dan Grades as selected by the founder.
- 8.2 The secretary of Kyushin Ryu will only process notifications of advancement from club coaches if they are accompanied by the relevant students licence and fee. Applications for Brown and Black belt grading must be submitted at least 2 weeks in advance of agreed grading dates.
- 8.3 Each Kyu Grade level may be broken down into sections (as suggested in the official syllabus) or taken as a full assessment. This will be agreed between the student and his/her instructor. However this is achieved, the student must train on a regular basis for an appropriate period between full belts as indicated below.
- 8.4 For Senior students (16 years old and over) the appropriate periods are:
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|---------------|----------|---------------|----------|
| Novice-Yellow | 13 weeks | Yellow-Orange | 13 weeks |
| Orange-Green | 26 weeks | Green-Blue | 13 weeks |
| Blue-Purple | 13 weeks | Purple-Brown | 26 weeks |

For Junior students (5-15 years old) the appropriate periods are:

Novice-Yellow	13 weeks	Yellow-Orange	13 weeks
Orange-Green/White	13 weeks	Green/White-Green	13 weeks
Green-Blue/White	13 weeks	Blue/White-Blue	13 weeks
Blue-Purple/White	13 weeks	Purple/White-Purple	13 weeks
Purple-Brown/White	13 weeks	Brown/White-Brown	13 weeks
Brown-Black/Brown	26 weeks	Black/Brown-Junior Black	26 weeks

Between Junior Black Belt Stripes a minimum of 26 weeks

9. Dan Grade Applications

- 9.1 All Dan Gradings will be taken in front of a grading panel consisting of Senior Dan Grades as selected by the founder.
- 9.2 Any adult Brown belt wishing to take the Shodan (1st Dan) grading must hold a valid basic first aid certificate issued by a recognised authority such as British Red Cross, St John Ambulance etc.
- 9.3 Any Student wishing to take Nidan (2nd Dan) or above must have attained the relevant Kobudo level in addition to a valid first aid certificate.

- 9.4 Applicants for Shodan grade must have been training consistently for a minimum period of 52 weeks since obtaining their Brown belt grade and have attended a minimum 80% of available training sessions at their registered club. In addition to this they must have trained for a given period under the direction of a senior sensei within the six-month period prior to the grading.
- 9.5 Any applicant who is refused permission to take the Dan grading shall have the right to appeal to the KRJJA Club Coaches Committee against the decision.
- 9.6 For 2nd, 3rd and 4th Dan grades, time spent teaching at their own club is counted as part of continuous training and will form part of the required time frame for grading consideration. However, additional training in their own syllabus will be required. In all such cases the decision of the founder is final.
- 9.7 The grading qualification period for Dan grades is as follows
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|---------------------------------------|--|
| 1 st – 2 nd Dan | 24 months, Level 1 Kobudo and valid first aid certificate |
| 2 nd – 3 rd Dan | 36 months, Level 2 Kobudo, valid first aid certificate and by invitation only. |
| 3 rd – 4 th Dan | 48 months, Level 3 Kobudo, valid first aid certificate and by invitation only. |
- Eligibility for grades of 3rd Dan and above will be reviewed by a sub committee consisting of the 3 most senior grades.

10. Visiting Other Clubs and Event Attendance

- 10.1 Providing that the student has trained regularly at the club at which they are registered, they will qualify for the right to train at any Kyushin Ryu club they choose. However, out of courtesy, they should inform their club coach that they are doing so at the outset of any such training or as soon as practical after such training. On attending an alternative club for the first time they should be prepared to produce their licence as proof of current membership.
- 10.2 Only training at the club at which a student is registered counts towards grading unless prior agreement has been made between the two club coaches concerned and in agreement with the founder.
- 10.3 Attendances at official overseas events will, in all cases, be organised by KRJJA. With exception to the conditions stated in 10.4, this will include all travel, accommodation, training and social events. Members wishing to attend these courses must apply through, and adhere to the arrangements made by, KRJJA.
- 10.4 To ensure the best possible rates, travelling arrangements will be made by KRJJA as early as possible. Any member wishing to attend an event after the initial bookings have been made will be permitted to make their own arrangements. However, to prevent any inconvenience to the event hosts, they will be required to book onto the same flight/ferry/shuttle etc as the rest of the party.
- 10.5 All members attending official events, either in the UK or overseas, will attend the training sessions either as a student or as a spectator.
- 10.6 Members may attend martial arts events outside of those organised by KRJJA but, out of courtesy, they should inform their club instructor of their intention to do so. The instructor will inform the Secretary before the event to ensure that their attendance does not interfere or coincide with any other KRJJA activity.

Enquiries

11. Enquiries and Mailing

- 11.1 The club coach must deal with all student enquiries. Students are not encouraged to approach the founder directly without the permission of the club coach, except in the case of emergencies.

- 11.2 All club coaches will be informed of activities within Kyushin Ryu either by newsletter or email. It is the duty of the club coach to ensure that all students are made aware of activities.
- 11.3 All registered students will be entitled to receive regular newsletters direct from the Kyushin Ryu.

Dress Code

12. Training Uniform

- 12.1 For the purposes of training, all students should wear white Ju Jitsu Gi's with the appropriate colour belt.
- 12.2 Club coaches may, if they wish, wear black Gi tops with white Gi bottoms.
- 12.3 All Students are expected to display the Kyushin Ryu badge on the left breast. They should also be encouraged to display the Yoshimi Ju-Jitsu International badge on the right sleeve. Other badges may be worn at the discretion of the founder.

13. Formal Uniform

- 13.1 The official formal dress for all Black belts is white shirt, name tag, official tie, navy blue blazer (may be removed if appropriate) bearing the Association blazer badge, grey trousers, black socks and black shoes.
- 13.2 Those who are not Black belt grade if selected for special duties, or are representing Kyushin Ryu abroad, may wear this uniform. Female wear is as above but a grey skirt may be substituted for the trousers and a white open neck blouse.
- 13.3 For the purposes of competitions, referees, judges and other officials are expected to wear grey trousers (or skirt) with the approved 'Officials' polo shirt.
- 13.4 Any member may purchase the uniform, but will not, by right, be permitted to attend restricted events or act as an official.

Complaints and Discipline

14. Complaints Procedure

- 14.1 Upon joining Kyushin Ryu, a student must be encouraged to read the full Code of Practice and be made aware of the complaints procedure.
- 14.2 If a student (or parent/guardian) is unhappy with any aspect within Kyushin Ryu, they should approach their club coach in an endeavour to resolve the problem. (Preliminary Stage)
- 14.3 If the student (or parent/guardian) is still unsatisfied they may approach the founder for the complaint to be reviewed in the presence of their club coach. (Secondary Stage)
- 14.4 If the student (or parent/guardian) is still unhappy with the decision, they may appeal to the KRJJA Club Coaches Committee. (Final Stage) The Committee will review the complaint and will make an unbiased ruling based on a majority vote. The committee's decision will be final and binding. (All parties involved must be available for interview if required).

15. Disciplinary Procedure

- 15.1 Stage 1 – A verbal caution given by the club coach with a written record held by the club coach and a copy held by head office.
- 15.2 Stage 2 – A written caution given by the founder with a record kept by the secretary of KRJJA and a copy by the club coach.
- 15.3 Stage 3 – A disciplinary hearing in the presence of the Club Coaches Committee or sub committee at which their decision will be final.

Club Coaches Appendix

Dojos

16. Dojo Registration

- 16.1 Each dojo must be registered/insured annually on 1st January by completion and return of the appropriate form and fee.
- 16.2 Each Dojo will be issued with a current insurance certificate and no student may train at a Dojo that is not in possession of one.
- 16.3 The founder reserves the right to carry out an inspection, without warning, or appoint a deputy to make such an inspection.
- 16.4 Failure to renew Dojo insurance is a serious breach of discipline and may result in the suspension of the Dojo as an accredited training centre.

17. New Clubs

- 17.1 Should any person wish to start a new club, they must inform the founder of their desire to do so and state the geographical area in which they wish to teach. The founder will (with due regard to the correct criteria) make recommendations to the CCC who will accept or deny the application.
- 17.2 No new club can be started within a 3-mile radius of an existing Kyushin Ryu club without the express permission of the founder.
- 17.3 All club coaches must take out the necessary insurances with the approved group Insurance Broker, i.e. Professional Indemnity and Dojo Insurance and register the club with the founder. All club coaches must also hold an NVQ Level 2 Coaching qualification (or be registered as a candidate for this qualification), First Aid Certificate and a valid licence.
- 17.4 All new club coaches will be under a 2-year probationary period. If at any time any club coach is found not to be running a club in accordance with the groups' code of practice, the instructor may be suspended.

18. Coaching Conduct

- 18.1 No club coach may actively recruit students registered at another club. Any club coach approaching a student with the intention of recruiting them to their own club will be subject to disciplinary action.
- 18.2 Any club coach visited by a student not registered at their own club should verify that the student has informed the coach, at the club where they are registered, of the visit.

19. Coaching Qualifications

- 19.1 Club assistant coaches and Level 1 coaches will take in house coaching qualifications, which are valid for 3 years.
- 19.2 All assistant coaches and candidates for black belt should be encouraged to take NVQ Level 2 qualification as soon as they reach the minimum requirements.