

OXFORD UNIVERSITY KICKBOXING CLUB

CODE OF CONDUCT 2015-2016

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1.0 Introduction

1.1. "Being totally committed to the safety of its members, the 2014-2015 University of Oxford *Kickboxing Club* will operate so far as reasonably practicable, in accordance with the following document, it's risk assessment, the Proctors rules and current NGB guidelines."

1.2. The *Oxford University Kickboxing Club* is a member of the:-

Freestyle Sport Karate Association

109 Urban Road

Sale

Cheshire M33 1TS

Which is affiliated to the World Kickboxing and World Karate Association (W.K.A).

- 1.3. It is the responsibility of the *Secretary* to ensure that affiliation/membership is paid on or preferably before the due date 24th September and any information on new or current "Best Practice" requested. A copy of the affiliation form should be provided to the Sports Federation as soon as the affiliation/membership is renewed and where possible.
- 1.4. The club will appoint a new committee on *7th week of Hilary term*. The committee will serve for one complete academic year.
- 1.5. At least two members of the new committee will arrange a Safety Briefing/Compliance meeting with the Sports Federation within two weeks of appointment. All clubs must have met with the Sports Federation before the end of Michaelmas Term.

- 1.6. The reviewed and signed versions of the Code of Conduct and Risk Assessment will be supplied to the Sports Federation at an agreed time after the appointment of the new committee.
- 1.7. The clubs appointed “Senior Member” is *Amanda Buyan*.
- 1.8. It is the responsibility of the individual, to bring to the attention of the Committee, any known medical condition or previous injuries that may affect their or other Club member’s safe participation within the sport. If the issue is of a sensitive nature, then this **MUST** be raised via the Sports Federation.
- 1.9. The Club Code of Conduct, Risk Assessment and Constitution shall be available for members on the club website under a clear ‘Safety Documents’ link.

2.0 Club Activities

FOR THE ACADEMIC YEAR 2015-2016 OUR PROPOSED ACTIVITIES WILL BE:

ACTIVITY	DAY/DATE	VENUE/LOCATION
Training	Monday 6 - 7.00 pm	Sports Hall, Iffley Road
	Wednesday 7-8.00 pm	Rugby 5s Courts
	Wednesday 8 - 9.30 pm	Rugby 5s Courts
	Thursday: 7 – 8pm	<i>Circuit Training</i>
	Friday 6 – 7 pm	Rugby 5s Courts
	Friday 7 – 8.30 pm	Rugby 5s Courts
	Saturday 10.30 am – 12 pm	Rugby 5s Courts
	Sunday 1 - 3 pm	Rugby 5s Courts
Club cuppers	Hilary Term	Iffley Sports Centre
Local inter-club sparring exchanges and competitions	Throughout the year	Oxfordshire
Varsity Match with Cambridge	Hilary Term	Oxford

3.0 Specialist Officers

- 3.1. The Club Committee will consist of the following officers who shall be fully matriculated members of the University:

POSITION	NAME	EMAIL
President	Radhika Sholapurkar	radhika.sholapurkar@some.ox.ac.uk
Secretary	Anders Møller	anders.moller@geh.ox.ac.uk
Treasurer	Ray Hertanto	ray.hertanto@trinity.ox.ac.uk

- 3.2. The duties and responsibilities of these individual officers are outlined in section 3 of the Code of Conduct guidelines to this document.

4.0. Event Organiser, Activity Leaders and Coaches and/or Instructors

41. The University of Oxford *Kickboxing* Club will follow the guidelines for Event Organisers and Activity leaders, as detailed in the 'guidelines for the Code of Conduct' as displayed in section 6 of thesafetywebpagesatwww.sport.ox.ac.uk.

The name of the Club appointed Event Organisers for 2015-2016 are:

NAME	POSITION	E-mail
Radhika Sholapurkar	President	Mradhika.sholapurkar@some.ox.ac.uk
Anders Møller	Secretary	anders.moller@qeh.ox.ac.uk

42. The name of the Club appointed Activity Leaders for 2015-2016 are:

NAME	POSITION	E-mail
Radhika Sholapurkar	President	Mradhika.sholapurkar@some.ox.ac.uk
Anders Møller	Secretary	anders.moller@qeh.ox.ac.uk

43. The name of the Club appointed Coaches/Instructors for 2015-2016 are:

NAME	POSITION	QUALIFICATIONS/ EXPERIENCE	E-mail
Jan Treska	Kickboxing Coach	AMA Instructor	jankickboxer@yahoo.co.uk

The club is reminded that the Coaches and Instructors are to provide the Sports Federation with a copy of their latest qualification, their First Aid Qualification (if held) and proof of Personal Indemnity Insurance. This information will be sent to the Sports Federation Office prior to the commencement of the new academic year (Michaelmas). It is the responsibility of the Coach and/or Instructor to renew and supply copies of the above forms.

44. Activity Participants:

Although Activity Leaders are responsible for informing participants about the exact nature of an activity, participants should be aware that they are responsible for their own actions, especially if they choose to disregard advice given by an Activity Leader or Event Organiser or Coach and/or Instructor.

5.0. University Sports Club Activities

- 5.1. The University of Oxford *Kickboxing* Club will undertake its activities as outlined in section 6 of the Code of Conduct guidelines to this document.

6.0. Activity Registration

- 6.1. The University of Oxford *Kickboxing* Club will follow the guidelines of the Trip Registration Form guidelines for trips in the United Kingdom and abroad, as detailed in section 10 and 11 of the safety webpage.

7.0. First Aid

7.1. The University of Oxford *Kickboxing* Club will follow the guidelines for First Aid provision, as detailed in section 12 of the safety webpage.

7.2. The names of the Club trained and/or qualified First Aiders for 2014-2015 are:

NAME	POSITION	QUALIFICATIONS	E-MAIL
Jan Treska	Kickboxing Coach	Oxford Sports Federation First Aid Training	jankickboxer@yahoo.co.uk
Radhika Sholapurkar	President	Oxford Sports Federation First Aid Training + advanced life support as part of medical training.	Radhika.sholapurkar@some.ox.ac.uk
Anders Møller	Secretary	CPR-B certified	Anders.moller@geh.ox.ac.uk

8.0. Accident and Emergency Procedures

8.1. The University of Oxford *Kickboxing* Club will follow the Accident and Emergency Procedures, as detailed in section 7 of the safety webpage.

9.0. Training Courses

9.1. In an effort to promote the highest standards of instruction, training and safety, the University of Oxford *Kickboxing* Club actively encourages its members to partake in training courses, gain experience or undertake formal assessment in our sport. The club will provide this in the form of termly gradings that will give members the opportunity to

The Club will endeavour follow the guidelines for provision of this, as detailed in section 13 of the safety webpages.

10.0 Clubs Complaints Procedure

10.1. The Club operates a procedure that allows Club members to raise complaints about issues, which might include the following:

- The safety of Club activities.
- Poor standards of instruction or leadership.
- The standard of equipment used for Club activities.
- Poor Club Administration.
- The lack of suitable activities for their level of participation.

10.2. Complaints concerning Club safety or operational matters should initially be addressed to the Club President. If this does not prove satisfactory a written complaint should be made to the Sports Administrator in the Sports Federation. If this reply is unsatisfactory then a written complaint should be made to the Director of Sport.

11.0 Club Social Functions

Social functions form an important part of a club's activities. As a result Clubs have a responsibility for any organized activity, including social events. Please be reminded that Clubs should under no circumstance place students under any pressure to take part in, or pass any form of initiation as part of their membership of the Club. All students should be able and encouraged to participate in student activities in an atmosphere free from discrimination or fear. All clubs are reminded that they operate within the overall framework of Oxford University and as an Oxford University Club cases of disrepute at social functions will be treated seriously.

12.0. Governing Body Recommendations

The University of Oxford *Kickboxing* Club will operate so far as reasonably practicable, in accordance with our current NGB guidelines. These can be accessed at <http://www.amauk.co.uk/html/aboutus.htm>

13.0. Declaration (All officers must sign)

As a Club Official I am aware of my moral and legal obligations to my fellow Club members.

I have read and understand, agree to abide by, and enforce the rules of the Club Constitution, Code of Practice (including Appendix 1), Risk Assessment and Office to which I hold.

POSITION	NAME	SIGNATURE
President	Radhika Sholapurkar	R.S.
Secretary	Anders Møller	A.M.
Treasurer	Ray Hertanto	R.H.

14.0. The Code of Conduct Guidelines.

The Code of Conduct Guidelines can be used as an appendix to the Code of Conduct and the [information is available in section 6 of the safety web pages at www.sport.ox.ac.uk](http://www.sport.ox.ac.uk)