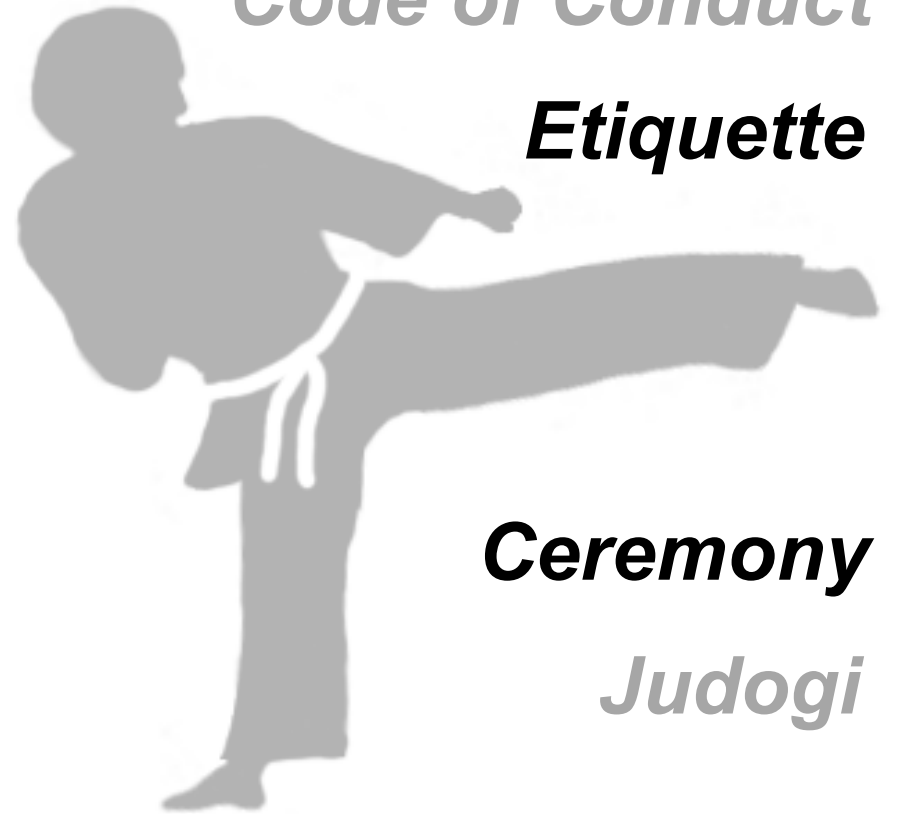


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Code of Conduct

Etiquette



Ceremony

Judogi

Peter Morton Academy of
Judo Jujitsu Karate Incorporated
Not for profit organisation
Founded 1962

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Peter Morton Academy of Judo Jujitsu Karate Incorporated

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- 1 for the provision of the Academy martial art and associated services
- 2 within Academy Law
- 3 within any purpose required by law.

Author: Alan J Maconachie
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- Fold the top of the jacket over to meet the bottom of the jacket.



- Put the belt underneath the folded judogi.



- Wrap the belt two times around the folded judogi.



- Tie the belt off with a reef knot.



12. Folding the judogi

- Place the pants on top of the jacket.



- Fold both the jacket sleeves in.



- Fold one side of the jacket and the pants in to the centre of the jacket.



- Fold the other side of the jacket and the pants in to the centre of the jacket.



Motto

Be Master of Yourself

Mission statement

Through the Academy martial art and motto, it is the aim of the Academy to convey principles of loyalty, humility and respect to a member for the general betterment of that member, the community, the environment and the Academy.

By exposing a member to the principles and the teachings of the Academy, hopefully that member will remain committed to the art by dedicating energy to learning and improving their state of awareness of self-discipline, self-esteem, self-confidence and general health and well being of mind, body and spirit.



Code of Conduct



With acceptance of a membership, a member of any standing agrees to support the constitution of the Academy and any legal rule or policy made under the authority of the Academy.

A member of any standing proven to have violated the Academy constitution or any legal rule or policy made under the authority of the Academy through unacceptable action or behaviour, which includes teaching or conveying the Academy Syllabus in any way without authority, will be subject to disciplinary measures.

Disciplinary measures may encompass a reprimand, temporary suspension, permanent expulsion as a member of the Academy or any lawful disciplinary action deemed necessary by the Academy.

The Academy code of conduct applies to all members of the Academy and, unless specifically stated, it shall apply at all times, both inside and outside a dojo.

1. A member of any standing must:

- 1.1 Comply with this code of conduct.
- 1.2 Not bring discredit to the Academy.
- 1.3 Practice at all times respect, self-restraint and humility.
- 1.4 Be a positive role model for the Academy.
- 1.5 Maintain a reasonable standard of behaviour.
- 1.6 Not abuse another member:
 - 1.6.1 physically
 - 1.6.2 sexually
 - 1.6.3 emotionally
 - 1.6.4 in any other way.
- 1.7 Not intentionally act in a manner that is violent or harmful.

11. Tying the belt

To tie a belt it has to be long enough to wrap around the waist twice, with enough length to tie a knot.

- Place the middle of the belt on the stomach.



- Take the two ends around the back of the waist and then wrap them around to the front.



- Cross the right hand end over the left hand end.



- Pass the left hand end under the entire belt close to the body.



- Cross the left hand end over the top and around the right hand end to form a reef knot.



- Pull tight.



10.5 Dan belts:

| Level | Belt Colour |
|--------------|--|
| 1 Shodan | Black |
| 2 Nidan | Black, two gold bars |
| 3 Sandan | Black, three gold bars |
| 4 Yondan | Black, red stripe |
| 5 Godan | Purple, red stripe |
| 6 Rokudan | Purple, red stripe, white bar, red bar |
| 7 Nanadan | Red, purple stripe |
| 8 Hachidan | Red, purple stripe, white bar, red bar |
| 9 Kudan | Red |
| 10 Judan | Red |

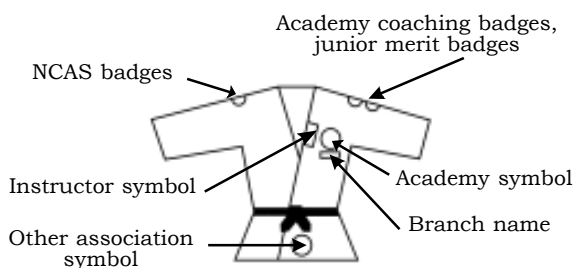


Figure 5. Position of badges and symbols



Figure 6. Kanji.
"Peter Morton Ryu
Jishukan Jujitsu"

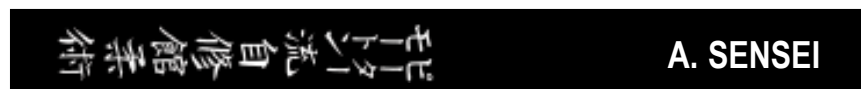


Figure 7. Dan belt with Kanji and name

- 1.8 Not participate in the Academy martial art under the influence of any substance that is:
 - 1.8.1 intoxicating
 - 1.8.2 performance-enhancing
 - 1.8.3 illicit.
- 1.9 Not indulge in substance abuse.
- 1.10 Use the Academy martial art only:
 - 1.10.1 in defence of oneself
 - 1.10.2 in defence of another
 - 1.10.3 with minimum force.
- 1.11 Not use the Academy martial art:
 - 1.11.1 indiscriminately
 - 1.11.2 just for the sake of showing off
 - 1.11.3 as a form of aggression.

2. An Instructor must:

- 2.1 Operate within the rules and spirit of the Academy.
- 2.2 Maintain a duty of care toward a student.
- 2.3 Protect the health and safety of a fellow Instructor and a student.
- 2.4 Ensure safety through instruction and supervision.
- 2.5 Provide a student with instruction, training and supervision.
- 2.6 Monitor the health and safety of a student before, after and while providing Academy martial art instruction.
- 2.7 Convey to a student that playing by the rules of the Academy is that student's responsibility.
- 2.8 Be reasonable in demands on a student's energy and enthusiasm.
- 2.9 Ensure that time spent in a class is a positive experience for all.
- 2.10 Encourage and display to all control, respect and professionalism.

- 2.11 Ensure that physical contact with a student is:
 - 2.11.1 appropriate to a situation
 - 2.11.2 necessary for that student's skill development.
- 2.12 Give a student equal opportunity to participate.
- 2.13 Maintain member information and records in a confidential and appropriate manner.

3. A student must:

- 3.1 Operate within the rules and spirit of the Academy.
- 3.2 Not take any action that creates or increases a risk to the health and safety of others.
- 3.3 Follow all instructions given by an Instructor.
- 3.4 Use safety equipment in a safe and proper way in accordance with instructions from both an Instructor and a manufacturer.
- 3.5 Display control and respect toward all.

4. The Academy will:

- 4.1 Take appropriate action:
 - 4.1.1 in the event of an accusation
 - 4.1.2 if any member breaches Academy Law
- 4.2 Provide:
 - 4.2.1 a safe environment for a member
 - 4.2.2 support to a member who reports an accusation of abuse
 - 4.2.3 ongoing support, training and information.
- 4.3 Undertake administrative tasks in a professional and ethical manner.
- 4.4 Acquire police checks, as required.
- 4.5 Treat member information as confidential.
- 4.6 Promote and ensure that a member is aware of Academy policies and procedures.



7. Merit badge

- 7.1 A junior student may wear a merit badge on the left shoulder of their judogi jacket. *Figure 5.*

8. National Coaching Accreditation Scheme (NCAS) badge

- 8.1 NCAS level 1, 2 and 3 badges are worn on the right shoulder of the judogi jacket. *Figure 5.*

9. Other association symbol

- 9.1 A member that can prove that they have been or are a member of another martial arts association may wear that association's symbol on the left side of their judogi jacket below the belt. *Figure 5.*

10. Belt

- 10.1 A Dan belt or a Purple belt may have an initial and surname on one end of the belt along with the academy Kanji on the other end of the belt. *Figures 6 and 7.*

- 10.2 A Kyu belt and a special belt is colour only. It is not to have a marking or symbol on it.

- 10.3 Kyu belts:

| Level | Belt Colour |
|---------------------|--------------------|
| 6 th Kyu | White (beginner) |
| 5 th Kyu | Yellow |
| 4 th Kyu | Orange |
| 3 rd Kyu | Green |
| 2 nd Kyu | Blue |
| 1 st Kyu | Brown |
| Sparring Techniques | Brown, black bar |

- 10.4 Special belts:

| Level | Belt Colour |
|----------------------|----------------------------|
| Women's Self-Defence | White, yellow bar |
| Junior Black Belt | White, black centre stripe |
| Teacher | Purple |

4. Instructor symbol

- 4.1 A Dan Belt that assists the Chief Instructor of a branch is required to wear the Japanese symbol for Instructor on the left lapel of their judogi jacket, adjacent to the academy symbol. *Figures 3 and 5.*
- 4.2 Only a Dan Belt that assists a Chief Instructor is allowed to wear the Instructor symbol.



Figure 3. Assistant to a Chief Instructor

5. Branch name badge

- 5.1 The Branch name badge is encouraged. It can be either an embroidered label or a separate sewn-on badge.
- 5.2 The branch name badge is worn on the left side of the judogi jacket just below the academy badge. *Figure 5.*

6. Academy coaching badge

- 6.1 Academy coaching level 1,2 and 3 badges are worn on the left shoulder of the judogi jacket. *Figures 4 and 5.*
- 6.2 Academy coaching badge colour schemes:
 - Level 1* Green with gold border, motif and lettering
 - Level 2* Blue with gold border, motif and lettering
 - Level 3* Red with gold border, motif and lettering



Figure 4. Academy coaching badges

Etiquette



Etiquette knows no rank. It is to be observed by every person present in a dojo and, whether a person is training or just observing, it is very important at all times. It is practised out of respect for all.

The use of etiquette is not only a show of respect but it also teaches self-restraint and helps to provide a safe environment for all those present.

When a person is on the tatami (training mat) all etiquette must be observed and three things should be kept in mind:

Be courteous to each other

Study with a true mind

Teach with kindness

It is the responsibility of a dojo Chief Instructor to ensure that all persons in a dojo adhere to Academy etiquette.

1. In the dojo

- 1.1 Whilst in a dojo, proper decorum is to be exercised at all times.
- 1.2 No junior member is to leave a dojo unless accompanied by an appropriate person.
- 1.3 A member must:
 - 1.3.1 bow to a sensei before and after an interruption
 - 1.3.2 wait for an appropriate moment if they wish to interrupt a sensei
 - 1.3.3 wait at the side of the tatami for an appropriate moment if they wish to interrupt a sensei in charge of a class.

- 1.4 A student must:
 - 1.4.1 inform the sensei in charge:
 - 1.4.1.1 of their presence in a dojo when that student arrives late
 - 1.4.1.2 if that student wishes to be excused:
 - 1.4.1.2.1 early from training
 - 1.4.1.2.2 during a class
 - 1.4.2 state a reason when seeking to be excused from:
 - 1.4.2.1 training
 - 1.4.2.2 a dojo.
- 1.5 A non-participant must:
 - 1.5.1 not interfere with class instruction
 - 1.5.2 not interrupt a class without reasonable cause
 - 1.5.3 wait for an appropriate moment if they wish to interrupt a sensei.
- 1.6 Within the dojo, no:
 - 1.6.1 idle talk
 - 1.6.2 frivolous behaviour
 - 1.6.3 chewing of gum
 - 1.6.4 eating
 - 1.6.5 alcohol consumption
 - 1.6.6 smoking.
- 1.7 Entering and leaving a dojo is to be done in a quiet and orderly manner.
- 1.8 A member must bow:
 - 1.8.1 in, as they enter
 - 1.8.2 out, as they leave.

Judogi



This is the dogi (martial art uniform) standard for the Peter Morton Academy of Judo Jujitsu Karate Incorporated. It is the responsibility of the Chief Instructor of a branch to ensure that a branch member adheres to this standard.

1. Academy dogi - judogi

- 1.1 Principal and Deputy Principal judogi - black jacket, black trousers, belt of rank, red *Makoto* symbol.
- 1.2 Dan judogi - white jacket, black trousers, belt of rank.
- 1.3 Kyu judogi - white jacket, white trousers, belt of grade.

2. Academy symbol

- 2.1 Academy colours - blue and gold.
- 2.2 Each Kyu Belt and Dan Belt is required to have an Academy symbol on the left side of their judogi jacket. *Figures 1 and 5.*



Figure 1. Academy symbol

3. Chief Instructor symbol

- 3.1 A Chief Instructor is required to wear a black Japanese *Makoto* symbol on the back of their judogi jacket. *Figure 2.*
- 3.2 Only a Chief Instructor is allowed to wear the Makoto.



Figure 2. Makoto symbol

6. Belt ceremony

- 6.1 The receiver:
 - 6.1.1 is called from position
 - 6.1.2 walks up to and stands before the presenter.
- 6.2 From a standing position, the presenter and the receiver bow to each other.
- 6.3 The receiver kneels down on one knee.
- 6.4 The presenter:
 - 6.4.1 kneels down on one knee
 - 6.4.2 removes and discards the receiver's old belt of grade or rank
 - 6.4.3 ties a new belt of grade or rank around the receiver's waist.
- 6.5 The receiver and the presenter stand.
- 6.6 From a standing position, the presenter and the receiver bow to each other.
- 6.7 The receiver returns to position.



2. On the tatami

- 2.1 On command of an Instructor all activity will cease immediately.
- 2.2 A participant must observe all directives given by an Instructor.
- 2.3 A belt of grade or rank must be worn at all times.
- 2.4 A member of any standing must kneel on one knee when tying or adjusting a belt of grade or rank.
- 2.5 A non-participant must not go onto a tatami, except when invited by an eligible Dan Belt.

3. Training

- 3.1 On command of an Instructor all activity will cease immediately.
- 3.2 A participant must observe all signals and directives given by an Instructor.
- 3.3 All activity between training partners or opponents will cease immediately when a training partner or opponent:
 - 3.3.1 taps out
 - 3.3.2 uses any signal to indicate stop
 - 3.3.3 appears injured.
- 3.4 Training must be brisk and sincere.

4. Addressing an instructor

- 4.1 A sensei is to be aware of Japanese terminology for titles and techniques.
- 4.2 The use of Japanese terminology is optional, except when it is required by the Academy Syllabus.
- 4.3 An instructor is to be addressed by the title of:
 - 4.3.1 Mr. Mrs. Miss – *Kyu grade (all levels)*
 - 4.3.2 Sempai – *1st Kyu instructor, Junior Black Belt*
 - 4.3.3 Sensei – *Purple Belt, Shodan, Nidan, Sandan (1st–3rd dan)*
 - 4.3.4 Renshi – *Yondan, Godan (4th–5th dan)*
 - 4.3.5 Shihan – *Rokudan, Nanadan, Hachidan, Kudan, Judan (6th–10th dan).*

4.4 In a class situation it is acceptable to address a Dan belt instructor of any standing as *Sensei*.

5. The bow

5.1 As a sign of respect, a bow (rei) must be performed:

5.1.1 upon entering or leaving a dojo

5.1.2 before and after a:

5.1.2.1 training class

5.1.2.2 grading

5.1.2.3 seminar

5.1.2.4 official ceremony

5.1.3 when on the tatami to:

5.1.3.1 a training partner

5.1.3.2 the chief instructor at the head of the tatami

5.1.3.3 an opponent.

5.2 Kneeling position bow – *seiza*:

5.2.1 kneel with the:

5.2.1.1 back straight

5.2.1.2 hands closed and resting on the knees

5.2.2 with a straight back, begin to bow forward

5.2.3 from the knees, move both hands toward the tatami in front of the body

5.2.4 continue to bow forward

5.2.5 keep the elbows to the outside of the knees

5.2.6 keep the hands:

5.2.6.1 open palms down

5.2.6.2 close together but not touching

5.2.6.3 almost at right angles to each other

3.6 Upon the command of the Chief Instructor:

3.6.1 *otagai ni rei*, all bow.

3.6.2 *tatte*, all jump to the feet and bow from a standing position.

4. On-tatami presentation

4.1 All participants position themselves around the tatami.

4.2 The receiver:

4.2.1 is called from position

4.2.2 walks across the tatami and stands before the presenter.

4.3 From a standing position, the presenter and the receiver:

4.3.1 bow to each other

4.3.2 shake hands with the right hand.

4.4 The receiver accepts the presentation with the left hand.

4.5 From a standing position, the presenter and the receiver bow to each other.

4.6 The receiver returns to their position on the tatami.

5. Off-tatami presentation

5.1 The receiver:

5.2.1 is called from position

5.2.2 walks up to and stands before the presenter.

5.2 From a standing position, the presenter and the receiver:

5.2.1 bow to each other

5.2.2 shake hands with the right hand.

5.3 The receiver accepts the presentation with the left hand.

5.4 From a standing position, the presenter and the receiver bow to each other.

5.5 The receiver returns to position.

- 2.3 Positions on a tatami - only when practical:
 2.3.1 Kyu belts position in lines of decreasing grade down the tatami facing Dan belts.

| | |
|---|---------|
| 6th Kyu | 6th Kyu |
| 5th Kyu | 5th Kyu |
| 4th Kyu | 4th Kyu |
| 3rd Kyu | 3rd Kyu |
| 2nd Kyu | 2nd Kyu |
| 1st Kyu | 1st Kyu |
| Dan 1-10 Chief Instructor Dan 10-1 | |

- 2.4 Except for ceremony: Kyu and Dan belts may sit in the kneeling (seiza) or the crossed leg position.
- 2.5 Except when spoken to: a participant must remain silent whilst in position around or in position on a tatami.
- 3. Opening and closing ceremony**
- 3.1 Participants position themselves around the tatami:
 3.1.1 in the seiza position
 3.1.2 facing the centre of the tatami.
- 3.2 To a picture of Soke (Founder Peter Morton) and upon the command of the Chief Instructor:
 3.2.1 participants turn and position themselves to face the picture
 3.2.2 *Soke, ni rei*, all bow to the picture.
- 3.3 Upon completion of the bow, all turn and face the centre of the tatami.
- 3.4 If there is a visiting Dan Belt with a rank of Yondan or above, upon the command of the Chief Instructor:
 3.4.1 participants turn and position themselves to face the visiting Dan belt
 3.4.2 *otagai ni rei*, all bow to the visiting Dan belt.
- 3.5 Upon completion of the bow, all turn and face the centre of the tatami.

- 5.2.7 place the hands, left hand first closely followed by the right, flat on the tatami in front of the knees
- 5.2.8 tilt the head up so that a line of sight is a few metres forward down the tatami
- 5.2.9 stay at the bottom of the bow for about one second
- 5.2.10 return to the seiza position.
- 5.3 Standing position bow:
 5.3.1 start in a natural stance with the hands:
 5.3.1.1 closed
 5.3.1.2 placed on the top front of the thighs
- 5.3.2 bow forward at the hips until the upper body is about 30 degrees off vertical
- 5.3.3 keep the:
 5.3.3.1 hands on the thighs
 5.3.3.2 head tilted back
 5.3.3.3 eyes looking forward
- 5.3.4 stay at the bottom of the bow for about one second
- 5.3.5 keep the back straight through the bow
- 5.3.6 return to a natural stance.

6. Dress

- 6.1 A judogi must:
 6.1.1 be correctly worn:
 6.1.1.1 at a ceremony or grading
 6.1.1.2 with the correct belt of rank or grade
 6.1.1.3 with the judogi jacket left side folded over the right side



Ceremony

- 6.1.2 be clean and in good general condition with no rips or tears
- 6.1.3 whilst being worn on a tatami, not have any part removed without the permission of the Chief Instructor.
- 6.2 Prohibited dress items whilst on a tatami:
 - 6.2.1 skimpy or flimsy clothing
 - 6.2.2 footwear
 - 6.2.3 adornment of any nature.
- 6.3 Excepted dress items whilst on a tatami:
 - 6.3.1 pierced body adornments that are safely taped up
 - 6.3.2 a wedding ring.

7. Personal hygiene

- 7.1 A participant must not have a transmissible disease.
- 7.2 A wound or sore must be safely covered.
- 7.3 The body and hair must be clean, especially hands and feet.
- 7.4 Fingernails and toenails are to be clean and cut short.
- 7.5 Footwear must be worn when going to, from and whilst in a toilet.



1. Ceremony

- 1.1 Ceremony is to be performed at the formal commencement and completion of a:
 - 1.1.1 class
 - 1.1.2 training
 - 1.1.3 grading
 - 1.1.4 seminar.
- 1.2 An opening or closing ceremony is conducted in the same manner.

2. Around and on tatami positions

- 2.1 Upon the command of the Chief Instructor:
 - 2.1.1 a participant will move quickly and quietly to position around or on the tatami
 - 2.1.2 the Chief Instructor positions facing the centre of and at the head centre of the tatami
 - 2.1.3 Dan belts position in decreasing rank facing the centre of the tatami, either side of the Chief Instructor
- 2.2 Positions around the edge of a tatami - traditional:
 - 2.2.1 Kyu belts position in decreasing grade facing the centre of and to the left side of the tatami, commencing on the left of Dan belts.

