

Bun Bu Ryō Dō – The USQ Martial Arts Club

Integrity • Perseverance • Compassion

www.bbrd.org.au



Welcome to Bun Bu Ryo Do — The USQ Martial Arts Club!

This package contains the application documents that need to read and completed to become a member of the Club.

It contains the following sections:

- Welcome letter (this page)
- Acknowledgement release and assumption of risk form
- Membership application form
- Pre-exercise questionnaire (for new members or those that have had changes in their health status over the past 12 months)
- Training and Student Codes of Conduct
- Uniform, Equipment and Affiliations matrix

In order to become a member, you must:

- 1) Read and sign the *Acknowledgement release and assumption of risk form*. This **must** be done prior to participating in any of the activities, and must be handed to a Club instructor, Activity coordinator or member of the Executive before you will be allowed to participate. This provides an important legal acknowledgement of the risks and responsibilities involved. Without doing this, you may not necessarily be covered by the Club's insurance should something occur.
- 2) Within the first four weeks of commencing training with any discipline, fill in full and submit the membership application form and pay the relevant combination of membership, insurance and affiliation fees. It is your responsibility to include **all** information that may affect your ability to undertake the Clubs activities. Please be assured that we take your privacy seriously and will not divulge this information unless absolutely necessary. This includes informing Club instructors so that they can modify activities (if appropriate) so that you can safely participate.
- 3) Indicate that you have been made aware of the Club Codes of conduct and that you agree to abide by all aspects of them.

The fees for BBRD are broken down into several categories. We try to keep the costs as small as possible as our interest is to have you training rather than to turn a profit. The costs are:

- **BBRD membership:** This is calculated based on your status as a full-time student (\$15) or general member (\$20). This fee covers basic insurance for you to participate in any BBRD activities, such as social occasions, fund-raisers, and demonstrations, and help to subsidise the costs of material provided to you (including this document!). Junior members (under 18 years old) are calculated on a slightly different rate, whereby each family pays a maximum of \$30.

If you have participated in one of the “Taste Testers” run by the Club, this fee is a part of the cost of that program and covers your **Club membership** until the start of the next academic year. However, you will still have to pay insurance and affiliation fees (see below).

This fee **must** be paid by all members to participate in Club activities and have rights as a member.

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- **Affiliation Fees and Insurance:** This will depend on the activities that you train in and you will be advised by the relevant instructor as to how much and when to pay these fees. Most associations run on a financial year basis but the Club can coordinate payments to make things easier for you.

If you train across multiple disciplines, you will need to pay all the relevant fees to be covered by insurance for that training.

In some instances, the affiliation fee goes directly to the State/National association. For example, if you are training Kendo, Iaido, and/or Jodo the \$90 goes directly to the Queensland Kendo Renmei.

To calculate the cost, tick the boxes next to each of the arts you are training in, and add up the total of the dollar amounts associated with them. For example, if you are a USQ student training Jujutsu, and Systema, the total affiliation/insurance cost is: \$15 (student membership) \$10 (jujutsu fee) + \$10 (Systema fee) + \$30 (common insurance) = \$65. If you were only participating in Go and Taiko the cost is: \$15 (student membership) \$10 (go fee) + \$10 (taiko fee) = \$35

Each member must pay these affiliation/insurance fees individually, even if BBRD membership is calculated at the junior family rate.

What to do now?

If you haven't already, please visit the Club's web site: www.bbrd.org.au
This contains all the relevant Club information; including training times, calendar of events, a blog for important news and information, contact information and student resources. There is also a comprehensive "Frequently Asked Questions" section on the site, which should answer most of your enquiries.

Have a talk to the instructor or activity coordinator at the session you are interested in to introduce yourself and to see what you might need in terms of uniform/equipment in the short to medium term.

And of course, have fun and enjoy the training, the camaraderie and challenge of your new journey into the martial arts and associated supported activities!

I look forward to seeing you out in the *dojo*.

Kind regards



Michael Baczynski
President



New Member/Visitor indemnity form

You must return this sheet signed and dated before you train for the first time!

Acknowledgement release and assumption of risk

Note – this is an important document that affects your legal rights and obligations. Please read it carefully and do not sign it unless you are satisfied that you understand it. If you do not understand this document, you should seek independent legal advice prior to signing it.

In this document, any reference to the “Club” refers to the USQ Martial Arts Club, to “USQ” to the University of Southern Queensland and associated entities, including Student Life, and “the Guild” to the USQ Student Guild.

Please read carefully before signing and bring to first training session you attend.

I AM AWARE that in the practice of martial arts, certain traditions and principles must be observed at all times. The practice of any martial art involves an element of danger and unpredictability, as such permanent and serious injury could possibly result from the participation in Club activities.

I FREELY ACCEPT and fully assume personal responsibility for all such risks, dangers and hazards and the possibility of personal injury, death, property damage or loss resulting from such risks, dangers and hazards.

I ACKNOWLEDGE that the activity I am to undertake is a dangerous activity and that by participating in it I am exposed to certain risks.

I ACKNOWLEDGE AND UNDERSTAND that whilst participating in such activity:

- I may be injured and/or incapacitated, physically or mentally, or may die.
- My personal property may be lost or damaged.
- Other persons participating in such activity may cause me injury or may damage my property.
- I may cause injury to other persons or damage their property.
- The conditions in which the activity is conducted may vary without warning.
- I may be injured, incapacitated or die or suffer damage to my property as a result of negligence or breach of contract by the Club or USQ.
- There may be no, or inadequate, facilities for treatment or transport of me if I am injured, incapacitated or dying.
- I assume the risk and responsibility for any injury, incapacitation, death or property damage resulting from my participation in the activity.

I hereby agree as follows:

1. **TO ASSUME AND ACCEPT ALL RISKS, DANGERS AND HAZARDS** in connection with my practice of Club activities.
2. **TO WAIVE ANY AND ALL CLAIMS** that I may have against the Club or USQ, including their directors, officers, employees, agents and representatives.
3. **TO RELEASE** the Club, USQ and the Guild from any and/or all liability for any loss, damage, injury or expense that I, or my next of kin, may suffer or incur as a result of my actions due to any cause whatsoever, **INCLUDING NEGLIGENCE ON THE PART OF** the Club, USQ, or the Guild.

4. **TO HOLD HARMLESS AND INDEMNIFY** the Club, USQ, and the Guild from any and/or all liability for property damage, personal injury, incapacitation or death suffered by myself or by a third party as a result of (a) my use of the facilities and/or (b) my breach of the terms and conditions upon.
5. **THAT THIS RISK RELEASE AND INDEMNITY AGREEMENT** shall be effective and binding upon my heirs, next of kin, executors, administrators, and assigns, in the event of my death.
6. **TO OBEY** all warning signs, instructions and other notices posted within the facilities and to obey the Club and Student Codes of Conduct, including any directions provided by the Club's instructors or Executive members.

I undertake that at all times I will:

1. *Carefully follow the training instructions, dojo rules for etiquette and safety at all times during my practise of martial arts.*
2. *Not participate in any techniques or practise, in any situation, that I consider unsafe, and I am not required to perform such techniques. In these cases I agree to notify the instructor immediately of my concerns.*
3. *Represent that I am able to participate in and undertake physical exercise and I am not aware of having any physical, medical, mental or health disability or conditions or disease which could be aggravated or worsened by the activities undertaken, or pose a direct or indirect risk to others. If in doubt, I have sought clearance from a qualified medical practitioner, and these will be communicated to the Club before commencing training.*

I have read and understood this Risk Release and Indemnity Agreement prior to signing it and am aware that by signing this document, I am affecting the legal rights and liabilities of myself, my heirs, next to kin, executors, administrators and assigns.

Further I acknowledge receipt of a copy of the Training and the Club Codes of Conduct.

PARTICIPANTS NAME:

PARTICIPANTS DATE OF BIRTH:

CONTACT PHONE NUMBER AND E-MAIL:

USQ STUDENT OR STAFF NUMBER (IF APPLICABLE):

Signed: _____

Date: _____

Parent/guardian signature and consent is required if participant is under 18 years of age

I am a parent/guardian of the participant and am aware of the risks involved and I further consent to the above named to participate in the activities of the USQ Martial Arts Club. I further agree to be bound by the terms of this Risk Release and Indemnity Agreement.

Signed: _____

Name: _____

Date: _____

Received by:

Date:

Entered into Martialytics:

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2020 Membership Form

Name:

Date of Birth

Address

Contact Telephone Number:

Preferred Email Address:

USQ Student or Staff Number

Emergency/Next of Kin Contact Details:

BBRD Membership Type¹ (Tick One)

- Student member²..... \$15
 General member..... \$20
 Family membership³ (juniors under 18).... \$30/0

Annual Disciplines Fees

Please tick the relevant boxes to determine your annual dues. *These include discipline-specific State and/or National body fees where applicable.*

Arts Insurance/Affiliation fee

Group 1: Queensland Kendo Renmei

- Kendo \$10
 Iaido \$10
 Jodo \$10
Plus
 QKR Membership (*paid directly to QKR*) \$90

Group 2: Supported activities

- Go \$10
 FlexiFit \$10
 Toowoomba Taiko \$10

Group 3: BBRD Common Insurance Activities⁴

- Arnis \$10
 Fencing \$10
 Kyudo \$10
 Judo \$10
 Jujutsu \$10
 Systema \$10
Plus
 Common Insurance Contribution \$30

Add all dollar amounts for the items you have ticked. This total is your annual dues for the Club.

Health Declaration:

Are you currently prescribed any drugs or have any condition that may impair reaction time or judgement? **Y/N**

If yes, please state, and give further details in the pre-exercise questionnaire:

Have you suffered any incapacity in the past 12 months that required medical attention and may impact on your participation in Club activities **Y/N**

If yes, give details and note in the pre-exercise questionnaire:

Exclusion of Applicant

Has a medical practitioner, or any other person or entity, including a martial arts Club or Organisation, ever excluded you from any Martial Arts or sporting activity in the past? **Y/N**

If yes, give details

Please tick

I am aware of the Club Codes of Conduct for members and agree to abide by them and be bound by the Club's by-laws and constitution.

The information that I have provided on this form and via other channels is true and correct.

SIGNED

Must be signed by parent/guardian if under 18

DATE _____

Personal information will not be disclosed to third parties without your consent unless required by law

1. Half rate fee apply if joining between December-March.
2. Full time student or current USQ student (full or part time)
3. Family membership available for junior members from the one family, and is paid once for all juniors.
4. There may be additional affiliation fees to pay for these arts. Please talk to the relevant instructor for more details.

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Additional comments:





Pre-Exercise Screen and General Activity Questionnaire

The activities of the Club involve moderate to intense physical activity and physical contact. All effort is made to ensure that the training environment is as safe as possible. However, there are inherent risks that participants must be willing to accept.

This application form will assist us in tailoring your training with the Club and help facilitate both your safety and the safety of your training partners. Where deemed necessary, you may be asked to seek specific medical advice relating to your suitability to partake in training activities.

If there is insufficient space provided, please include information on the back page of this form.

ADULT PRE-EXERCISE SCREENING SYSTEM (APSS)

This screening tool is part of the [Adult Pre-Exercise Screening System \(APSS\)](#) that also includes guidelines (see [User Guide](#)) on how to use the information collected and to address the aims of each stage. No warranty of safety should result from its use. The screening system in no way guarantees against injury or death. No responsibility or liability whatsoever can be accepted by Exercise & Sport Science Australia, Fitness Australia, Sports Medicine Australia or Exercise is Medicine for any loss, damage, or injury that may arise from any person acting on any statement or information contained in this system.

Full Name: _____

Date of Birth: _____ Male: _____ Female: _____ Other: _____

STAGE 1 (COMPULSORY)

AIM: To identify individuals with known disease, and/or signs or symptoms of disease, who may be at a higher risk of an adverse event due to exercise. An adverse event refers to an unexpected event that occurs as a consequence of an exercise session, resulting in ill health, physical harm or death to an individual.

This stage may be self-administered and self-evaluated by the client. Please complete the questions below and refer to the figures on page 2. Should you have any questions about the screening form please contact your exercise professional for clarification.

Please tick your response

	YES	NO
1. Has your medical practitioner ever told you that you have a heart condition or have you ever suffered a stroke?	<input type="checkbox"/>	<input type="checkbox"/>
2. Do you ever experience unexplained pains or discomfort in your chest at rest or during physical activity/exercise?	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you ever feel faint, dizzy or lose balance during physical activity/exercise?	<input type="checkbox"/>	<input type="checkbox"/>
4. Have you had an asthma attack requiring immediate medical attention at any time over the last 12 months?	<input type="checkbox"/>	<input type="checkbox"/>
5. If you have diabetes (type 1 or 2) have you had trouble controlling your blood sugar (glucose) in the last 3 months?	<input type="checkbox"/>	<input type="checkbox"/>
6. Do you have any other conditions that may require special consideration for you to exercise?	<input type="checkbox"/>	<input type="checkbox"/>

IF YOU ANSWERED 'YES' to any of the 6 questions, please seek guidance from an appropriate allied health professional or medical practitioner prior to undertaking exercise.

IF YOU ANSWERED 'NO' to all of the 6 questions, please proceed to question 7 and calculate your typical weighted physical activity/exercise per week.

7. Describe your current physical activity/exercise levels in a typical week by stating the frequency and duration at the different intensities. For intensity guidelines consult figure 2.

Intensity	Light	Moderate	Vigorous/High
Frequency (number of sessions per week)	_____	_____	_____
Duration (total minutes per week)	_____	_____	_____

Weighted physical activity/exercise per week

Total minutes = (minutes of light + moderate) + (2 x minutes of vigorous/high)

TOTAL = _____ minutes per week

- If your total is less than 150 minutes per week then light to moderate intensity exercise is recommended. Increase your volume and intensity slowly.
- If your total is more than or equal to 150 minutes per week then continue with your current physical activity/exercise intensity levels.
- It is advised that you discuss any progression (volume, intensity, duration, modality) with an exercise professional to optimise your results.

I believe that to the best of my knowledge, all of the information I have supplied within this screening tool is correct.

Client signature: _____ Date: _____



FIGURE 1: Stage 1 Screening Steps

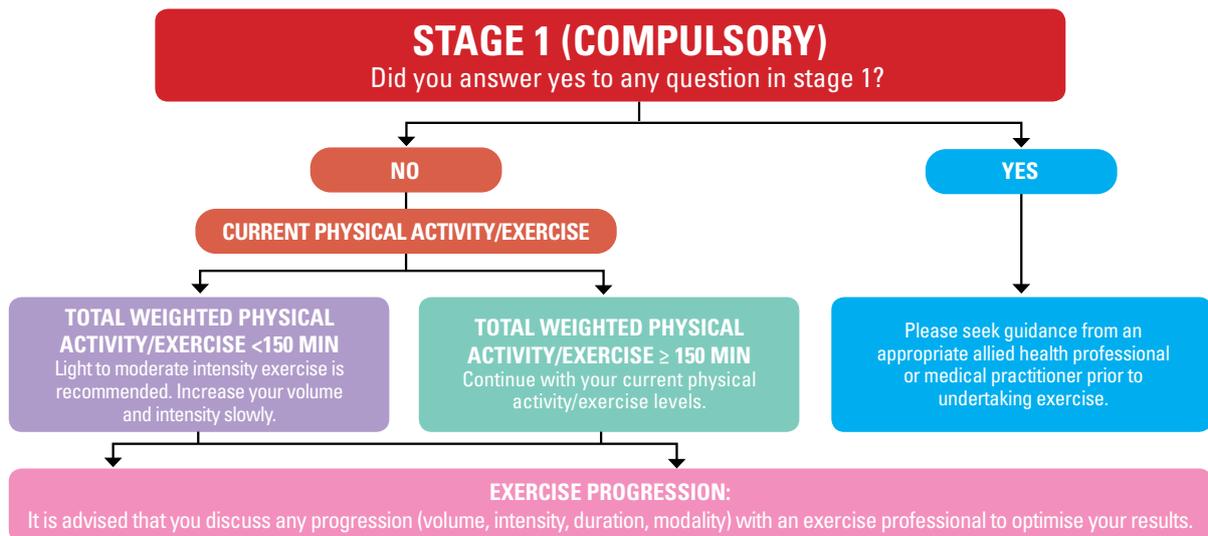


FIGURE 2: Exercise Intensity Guidelines

INTENSITY CATEGORY	HEART RATE MEASURES	PERCEIVED EXERTION MEASURES	DESCRIPTIVE MEASURES
LIGHT	40 to <55% HRmax*	VERY LIGHT TO LIGHT RPE# 1-2	<ul style="list-style-type: none"> An aerobic activity that does not cause a noticeable change in breathing rate An intensity that can be sustained for at least 60 minutes
MODERATE	55 to <70% HRmax*	MODERATE TO SOMEWHAT HARD RPE# 3-4	<ul style="list-style-type: none"> An aerobic activity that is able to be conducted whilst maintaining a conversation uninterrupted An intensity that may last between 30 and 60 minutes
VIGOROUS	70 to <90% HRmax*	HARD RPE# 5-6	<ul style="list-style-type: none"> An aerobic activity in which a conversation generally cannot be maintained uninterrupted An intensity that may last up to 30 minutes
HIGH	≥ 90% HRmax*	VERY HARD RPE# 7	<ul style="list-style-type: none"> An aerobic activity in which it is difficult to talk at all An intensity that generally cannot be sustained for longer than about 10 minutes

* HRmax = estimated heart rate maximum. Calculated by subtracting age in years from 220 (e.g. for a 50 year old person = 220 - 50 = 170 beats per minute).

= Borg's Rating of Perceived Exertion (RPE) scale, category scale 0-10.

Modified from Norton K, L. Norton & D. Sadgrove. (2010). Position statement on physical activity and exercise intensity terminology. J Sci Med Sport 13, 496-502.



STAGE 2 (RECOMMENDED)



AIM: This stage is to be completed with an exercise professional to determine appropriate exercise prescription based on established risk factors.

CLIENT DETAILS	GUIDELINES FOR ASSESSING RISK
<p>8. Demographics</p> <p>Age: _____</p> <p>Male Female Other</p>	<p>Risk of an adverse event increases with age, particularly males ≥ 45 yr and females ≥ 55 yr.</p>
<p>9. Family history of heart disease (e.g. stroke, heart attack)?</p> <p>Relationship (e.g. father) Age at heart disease event</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>A family history of heart disease refers to an event that occurs in relatives including parents, grandparents, uncles and/or aunts before the age of 55 years.</p>
<p>10. Do you smoke cigarettes on a daily or weekly basis or have you quit smoking in the last 6 months?</p> <p>Yes No</p> <p>If currently smoking, how many per day or week?</p> <p>_____</p>	<p>Smoking, even on a weekly basis, substantially increases risk for premature death and disability. The negative effects are still present up to at least 6 months post quitting.</p>
<p>11. Body composition</p> <p>Weight (kg) _____ Height (cm) _____</p> <p>Body Mass Index (kg/m²) _____</p> <p>Waist circumference (cm) _____</p>	<p>Any of the below increases the risk of chronic diseases:</p> <p>BMI ≥ 30 kg/m²</p> <p>Waist > 94 cm male or > 80 cm female</p>
<p>12. Have you been told that you have high blood pressure?</p> <p>Yes No</p> <p>If known, systolic/diastolic (mmHg)</p> <p>_____</p> <p>Are you taking any medication for this condition?</p> <p>Yes No</p> <p>If yes, provide details</p> <p>_____</p>	<p>Either of the below increases the risk of heart disease:</p> <p>Systolic blood pressure ≥ 140 mmHg</p> <p>Diastolic blood pressure ≥ 90 mmHg</p>
<p>13. Have you been told that you have high cholesterol/ blood lipids?</p> <p>Yes No</p> <p>If known:</p> <p>Total cholesterol (mmol/L) _____</p> <p>HDL (mmol/L) _____</p> <p>LDL (mmol/L) _____</p> <p>Triglycerides (mmol/L) _____</p> <p>Are you taking any medication for this condition?</p> <p>Yes No</p> <p>If yes, provide details _____</p>	<p>Any of the below increases the risk of heart disease:</p> <p>Total cholesterol ≥ 5.2 mmol/L</p> <p>HDL < 1.0 mmol/L</p> <p>LDL ≥ 3.4 mmol/L</p> <p>Triglycerides ≥ 1.7 mmol/L</p>



CLIENT DETAILS	GUIDELINES FOR ASSESSING RISK
<p>14. Have you been told that you have high blood sugar (glucose)?</p> <p>Yes No</p> <p>If known: Fasting blood glucose (mmol/L) _____</p> <p>Are you taking any medication for this condition?</p> <p>Yes No</p> <p>If yes, provide details _____</p>	<p>Fasting blood sugar (glucose) \geq 5.5 mmol/L increases the risk of diabetes.</p>
<p>15. Are you currently taking prescribed medication(s) for any condition(s)? These are additional to those already provided.</p> <p>Yes No</p> <p>If yes, what are the medical conditions? _____</p>	<p>Taking medication indicates a medically diagnosed problem. Judgment is required when taking medication information into account for determining appropriate exercise prescription because it is common for clients to list 'medications' that include contraceptive pills, vitamin supplements and other non-pharmaceutical tablets. Exercise professionals are not expected to have an exhaustive understanding of medications. Therefore, it may be important to use common language to describe what medical conditions the drugs are prescribed for.</p>
<p>16. Have you spent time in hospital (including day admission) for any condition/illness/injury during the last 12 months?</p> <p>Yes No</p> <p>If yes, provide details _____</p>	<p>There are positive relationships between illness rates and death versus the number and length of hospital admissions in the previous 12 months. This includes admissions for heart disease, lung disease (e.g., Chronic Obstructive Pulmonary Disease (COPD) and asthma), dementia, hip fractures, infectious episodes and inflammatory bowel disease. Admissions are also correlated to 'poor health' status and negative health behaviours such as smoking, alcohol consumption and poor diet patterns.</p>
<p>17. Are you pregnant or have you given birth within the last 12 months?</p> <p>Yes No</p> <p>If yes, provide details _____ _____ _____</p>	<p>During pregnancy and after recent childbirth are times to be more cautious with exercise. Appropriate exercise prescription results in improved health to mother and baby. However, joints gradually loosen to prepare for birth and may lead to an increased risk of injury especially in the pelvic joints. Activities involving jumping, frequent changes of direction and excessive stretching should be avoided, as should jerky ballistic movements. Guidelines/fact sheets can be found here: 1) www.exerciseismedicine.com.au 2) www.fitness.org.au/Pre-and-Post-Natal-Exercise-Guidelines</p>
<p>18. Do you have any diagnosed muscle, bone, tendon, ligament or joint problems that you have been told could be made worse by participating in exercise?</p> <p>Yes No</p> <p>If yes, provide details _____ _____</p>	<p>Almost everyone has experienced some level of soreness following unaccustomed exercise or activity but this is not really what this question is designed to identify. Soreness due to unaccustomed activity is not the same as pain in the joint, muscle or bone. Pain is more extreme and may represent an injury, serious inflammatory episode or infection. If it is an acute injury then it is possible that further medical guidance may be required.</p>

Important Information: This screening tool is part of the [Adult Pre-Exercise Screening System \('APSS'\)](#) and should be read with the APSS guidelines (see [User Guide](#)) on how to use the information collected and to address the aims of each stage. This does not constitute medical advice. This form, the guidelines and the APSS (together 'the material') is not intended for use to diagnose, treat, cure or prevent any medical conditions, is not intended to be professional advice and is not a substitute for independent health professional advice. Exercise & Sports Science Australia, Fitness Australia, Sports Medicine Australia and Exercise is Medicine (together 'the organisations') do not accept liability for any claims, howsoever described, for loss, damage and/or injury in connection with the use of any of the material, or any reliance on the information therein. While care has been taken to ensure the information contained in the material is accurate at the date of publication, the organisations do not warrant its accuracy. No warranties (including but not limited to warranties as to safety) and no guarantees against injury or death are given by the organisations in connection with the use or reliance on the material. If you intend to take any action or inaction based on this form, the guidelines and/or the APSS, it is recommended that you obtain your own professional advice based on your specific circumstances.



General Activity Questions

What regular exercise do you currently do?

What is your experience in (or of) martial arts?

Are there any other conditions not mentioned that might be a reason to modify your training program?..... Y/N

Are there any other comments or information you wish to provide? If so, please provide it below and/or over the page:

Are there any concerns, questions or comments that you wish to raise in regard to your membership application or training activities?

Please read the following exercise advice carefully.

- *Work at an easy pace during the first few training sessions & concentrate on learning correct techniques.*
- *If you suffer any injury, illness or condition in the future, you MUST notify an Instructor as soon as practicable, and certainly before commencing a training session.*

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Additional comments:



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Training Code of Conduct

*In this section of the document, any references to “the Club” refers to the USQ Martial Arts Club, “Student” to any members of the Club/participants; and “Instructor” to the qualified person/s authorised to conduct any/specific Club training/activities. This section is yours to keep and refer to. **Please retain this for your future reference.***

The Instructor, or any other authorised Officer of the Club, reserves the right to direct Students, as well as non-members or other persons present in the training venue, to cease training and leave the mat and/or premises. Successful risk management is best achieved when all Students adopt a spirit of responsibility regarding safety issues. Students must be aware of and agree to adhere to, the following measures:

Prior to training

- a. Be aware of the Club’s and activity-specific safety policies before undertaking training. Advice is available from Instructors and activity coordinators.
- b. Notify the Club of any pre-existing medical condition or disability prior to training. For serious conditions a medical clearance must be obtained.
- c. After serious injury or illness, students should not return to physical training until the student has fully recovered. If there is any doubt, a medical clearance must be obtained.
- d. Students must not participate if they have injuries or conditions such as serious cuts or abrasions, rashes, boils or any other contagious condition. Minor abrasions and cuts must be adequately dressed and covered prior to training.
- e. Wear appropriate clothing that is suitable for the specific activity and maintains modesty. If in doubt ask an instructor.
- f. Cleanliness of both clothing and person is essential, and you will be refused participation if either is inadequate.
- g. Jewellery, watches and other ornaments may cause injury and must be removed or taped over prior to training.
- h. Long hair must be secured.
- i. Fingernails and toenails must be smooth and short or taped over.
- j. Weapons and other training equipment must in good repair and handled in appropriate manner when not in use.
- k. Never train under the influence of drugs or alcohol.

During training

- a. Always obey the directions of the Instructor, including the call to cease training.
- b. Always attempt a technique/activity at the basic level before proceeding to a more advanced level, even if simply as a refresh.
- c. Partners should train at the level of the least experienced partner. In particular, competency at falling correctly and receiving any technique is developed over a long period of time. Proceed slowly.
- d. Students are entitled to decline participation in any activity that they feel uncomfortable with.
- e. Take care to avoid collisions in the training space by being aware of your position relative to others. Take particular care when you are working with a partner or a weapon.
- f. Train only in the specific techniques that have been approved by the instructor.
- g. An Instructor must supervise any “free form” training.
- h. Report all accidents to the instructor immediately so that it can be documented appropriately. Exercise universal precautions regarding blood-borne pathogens.
- i. Notify the Instructor if any medical condition becomes apparent during training that may affect safety.
- j. Students should pace themselves according to their level of fitness and competency.
- k. Students are responsible for and must take measures to avoid dehydration and over-exertion.

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Bun Bu Ryo Do— USQ Martial Arts Club Code of Conduct

Objectives and Dojo Kun

Dojo Kun:

1. Integrity
2. Perseverance
3. Compassion

The key objectives of the Club are:

1. Providing instruction in a safe environment in the martial arts.
2. Promotion of good health and vitality.
3. Development of positive self-esteem and self-confidence.
4. Development of a person as a positive role model in the community.
5. Developing healthy community attitudes and values.
6. Developing the mental and physical tools for improving personal safety and security.
7. Facilitate the preparation of students for competition, where appropriate.

All persons participating in an activity conducted by Club must agree to be bound by this Code of Conduct. The Club reserves the right to make amendments or additions to this Code of Conduct at any time.

Statement of Participant Understanding

Activities undertaken by the Club include contact martial arts, meaning they involve physical contact within the parameters of specific disciplines. This may involve contact with one or more other practitioners in accordance with the need for corrective feedback, the rules of competitive practice or in ways designed to simulate self-defence options available to a practitioner. As in any other physically demanding recreational activity, there is always a risk of injury. Any person participating in an activity conducted by the Club does so with the full understanding that whilst it is the policy of the Club to minimise this risk, the nature of contact physical activity prevents its total elimination. Persons participating in an activity organised by the Club do so of their own volition and at their own risk.

Instructor Qualifications

All unsupervised instructors are bound by conditions of the Club's *Instructors Code of Ethics* and must:

1. Have either current teaching/coaching qualifications such as that through the National Coaching Accreditation Scheme (NCAS) (or equivalent) or teaching authority authorised by their peak National/International association. Those without said qualification must take all reasonable steps to do so as quickly as possible.
2. Have current WorkCover approved Senior First Aid (or equivalent) certification.
3. Possess a current 'Working with Children' Blue Card issued by the Commission for Children and Young People and Child Guardian.
4. Have in place appropriate public liability and professional indemnity insurance where they are not covered under the Club's insurance provisions.

Safety

1. Maintaining a tidy and clean training space is everyone's responsibility. All participants are expected to contribute to the physical preparation of the training environment and to assist with proper packing away of any items that have been used. This includes assisting other classes with their set up and pack up if you are not currently actively engaged in your own class.
2. Instructors will ensure that the training area is clear of any dangerous and/or sharp objects that may provide a risk of injury.
3. Instructors will always have access to a fully equipped first aid kit. The kit will be of the minimum standard of a St John's Industrial First Aid Kit or equivalent.
4. As noted in the *Training Code of Conduct*, jewellery, watches and other ornaments, which may cause injury, must be removed prior to training session.
5. All persons participating in training agree to maintain self-control at all times and maintain all care in the application of any technique.
6. Any person who, while training, exhibits behaviour that, in the opinion of the Instructor, may cause a danger to other participants, shall not be allowed to continue training until the Instructor determines the person may return to training.

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Training Area Etiquette

1. Persons will observe the specific etiquette appropriate to their discipline at all times while in the *dojo*.
2. Shoes must be taken off before walking onto training mats unless the shoes are special martial arts footwear approved by the Instructor (see “Clothing” below).
3. Persons must be punctual, preferably early, so that they are ready to train when class commences. If arriving late, a person must wait at the side of the Training Area until the Instructor indicates that a person may join the class.
4. Persons must not chew gum whilst training.
5. Food and/or drink (including water) must not be consumed whilst on the training mats.
6. Mobile phones must be turned off during training. Mobile phones inadvertently left on during training may not be answered and should be immediately turned off. Any person who is “on-call” for work or another legitimate reason may seek approval from the Instructor prior to the commencement of class to leave his or her mobile phone on.
7. Visitors, non-members or other persons present in the training venue, will be subject to the directions of the Instructor, authorised Club or venue officials.

Uniforms & Training Gear

1. All Persons who train must wear clothing comfortable and appropriate to the activity that they are engaged in. If a person comes inappropriately attired, the Instructor at their discretion can ask that Person to refrain from training in that session.
2. Members who continue to train with the Club are expected to obtain appropriate training gear.
3. Each discipline has different requirements for student and instructor uniforms. The table included below provides a breakdown of these requirements.
4. Training in most disciplines is done in bare feet. Students must ensure their feet are clean before entering the *dojo*. Special martial arts training footwear such as *jikitabi* may only be worn if approved by the instructor prior to training.
5. In addition to the general uniform requirements, persons must bring foot ware that can be easily put on or removed, a towel and filled water bottle to each training session

6. All clothing must be free of all affiliation logos or markings unless otherwise approved by the Instructor.
7. Participants must be clothed appropriately so as to ensure appropriate decorum and reduce the potential discomfort of other participants. In the interests of discretion, clothing must be appropriately sized to reduce the rate of dishevelment, and female students shall wear a t-shirt or sports-top underneath their uniform.

Sparring/randori

1. Persons participating in sparring activity must purchase and wear an approved mouth guard and bring this mouth guard to every training session.
2. In addition to their personal mouth guards, persons participating in sparring must wear full protective clothing as appropriate, either their own or as supplied by the Club. This may include body guards, head guards and groin guards, as appropriate to the specific discipline.

Weaponry

1. Persons participating in any training with replica weapons must purchase and provide said replica weapons as deemed appropriate by the Instructor. These must be brought to and taken from each relevant class. A list of weaponry by discipline is provided in the following table.
2. No weapons with live (sharp) edges will be brought to class by students unless by prior arrangement with a senior instructor.
3. All equipment must be regularly inspected and maintained in good order and repair.

Training Session Restrictions

1. Persons will initially be required to practice more basic forms of training, until such time as their skill level and familiarity warrants involvement in more advanced training sessions.
2. A person’s participation in training sessions will depend upon the Instructors assessment of their competence. Beginner students may be asked to practice only part of an advanced technique, or, at times, to sit-aside and watch more advanced techniques, until such time as the Instructor determines their competence warrants their involvement in the full activity.
3. Students should not undertake any techniques unless authorised by the Instructor.

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Sickness or Injury

1. Persons must not train if they are suffering from a transmissible infection that may be passed on to other persons. Exercise caution before returning to training to ensure that you will not increase your recovery time or inadvertently spread illness.
2. Persons must advise the Instructor if suffering from any injury or medical condition, either permanent or temporary, which may be adversely affected by certain types of training. Some examples of this may include (but are not limited to) blood pressure problems and cardiac disorders, neck and back injuries, diabetes and asthma.
3. While instructors take all care, ultimate responsibility for sickness and injury rests with the affected individual.
4. If requested by the Instructor, persons with the above or like conditions must show this Code of Conduct to their physician and secure a medical certificate clearly stating that the person is able to participate in classes conducted by the Club and whether there are any restrictions or conditions applicable.

Other Health Issues

1. Persons must not attend training under the influence of substances that may affect their alertness, judgement and/or reaction time including prescribed medications, alcohol and illegal drugs.
2. Smoking is not allowed in the Training Area.
3. Proper attention must be given to personal hygiene and clean grooming. Students in breach of this will not be permitted to train.
4. Persons with a cut or bleeding injury must cease training immediately and receive appropriate first aid. An injured person will not be allowed to re-join the training session until the instructor has deemed that the bleed has been attended to.
5. Persons administering first aid to a person suffering a cut or bleeding injury must wear protective gloves.

Interpersonal Ethics

1. Persons must always be courteous and helpful to each other.
2. Physical contact between persons who are training must be appropriate to the situation and necessary for the skill development of those persons.

3. Sexual harassment, defined as being where a person is subjected to unwanted or uninvited sexual behaviour, will not be tolerated.
4. Any form of harmful discrimination based on age, sex, ethnic origin, language, belief, gender preference or other form of unnecessary differentiation will not be tolerated.
5. Notwithstanding any specific Club bylaws, all members of the Club are covered by and subject to the relevant USQ policies regarding Student and Staff conduct.

Grading Conditions

1. Opportunity to grade will be provided in accordance to the relevant State National and/or international grading frameworks. These prescribe minimum time between grading attempts and the competencies required.
2. In assessing a person's readiness to grade, the Instructor takes into consideration such factors as consistency of attendance, attitude, focus and attention during training sessions, as much as a person's knowledge of the appropriate syllabus to the point he or she wishes to grade.
3. To attempt grading in a particular discipline, a person must be a current financial member of the Club, paid their discipline specific contributions and/or be a current member of the relevant State/National body.

Powers of the Club

1. The powers of the Club and its members are set out under the Club's Constitution, Codes of Conduct and By-Laws.
2. Membership of the Club requires a person to agree to be bound by the various Codes of Conduct.
3. The Club reserves the right to revoke the membership of any person who breaches any of the Codes of Conduct.
4. The Club reserves the right to extend or revoke a membership at any time without explanation and remove from the premises any member or person invited by him/ her who may be involved in unacceptable or inappropriate behaviour. No refund will be given to any Members or guests who are removed.

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Uniform, Equipment and Affiliations Matrix

This table is for member's convenience to quickly determine what type of commitment is necessary to participate in each of the Club's disciplines. Uniforms and external affiliations are the most important to start with, as the Club has a variety of equipment that you can borrow or hire initially. In many instances uniforms and equipment can be used in a number of disciplines. However, do check with the relevant discipline instructor to see what is suitable.

Discipline	External affiliations	Uniform	Equipment
<i>Arnis Escrima</i>	Ittoshinkan Bujutsu	Blue Ittoshinkan Arnis t-shirt White <i>budo</i> pants	Pair of rattan canes Training knife
<i>Fencing</i>	Queensland Fencing Association	protective jacket and breeches (known collectively as 'whites'); fencing socks; flat soled closed in shoes	Specification foil, epee, sabre Helmet; plastron; gloves; and, a lamé jacket.
<i>FlexiFit</i>		Club t-shirt White <i>budo</i> pants	Yoga mat Towel Old martial arts belt or similar straps
<i>Go</i>	Australian Go Association Queensland Go Society	BBRD Go t-shirt/polo. Dark pants.	Go board
<i>Iaido</i>	Queensland Kendo Renmei	Black <i>iaido uwagi</i> and <i>hakama</i> <i>Kaku obi</i> White <i>juban</i> FIK compliant <i>nafuda</i> Optional — White, blue or black <i>jikitabi</i>	<i>Iaito</i> Knee pads Maintenance kit Optional — shinken
<i>Jodo</i>	Queensland Kendo Renmei	Indigo dye (blue) <i>keikogi</i> and <i>hakama</i> <i>Kaku obi</i>	<i>Jo</i> — 4.21 shaku 8 bu <i>Bokken</i> with <i>tsuba</i> (long, with a chevron spine).
<i>Judo</i>	Judo Queensland	White <i>judogi</i> and matching pants, with appropriate colour judo belt. Blue <i>judogi</i> and matching pants are optional.	IJF compliant White and Blue <i>judogi</i> and matching pants for competition. Knee pads.
<i>Jujutsu</i>	Ittoshinkan Bujutsu	White single or double weave <i>sashiko</i> stitched (judo or aikido cut) <i>uwagi</i> and <i>budo</i> pants Optional — blue <i>hakama</i> to be worn during special events or training. <i>Mudansha</i> — white, blue or brown <i>budo</i> belt as appropriate by grade <i>Yudansha</i> — black <i>budo</i> belt, <i>kaku obi</i> or equivalent	<i>Jo</i> Training <i>tanto</i> <i>Bokken</i> (long) Mouthguard 4 oz MMA style gloves Shin and instep protectors Groin guard Knee pads

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Discipline	External affiliations	Uniform	Equipment
<i>Kendo</i>	Queensland Kendo Renmei	Indigo-dyed (blue) <i>uwagi</i> and <i>hakama</i> FIK compliant <i>nafuda</i>	<i>Shinai</i> <i>Kendo Bogu</i> (armor) <i>Bokken</i> (wooden sword), both <i>daito</i> (long) and <i>kodachi</i> (short) <i>Shinai</i> and <i>bogu</i> maintenance kits Optional — <i>suburito</i>
<i>Kyudo</i>	Queensland Kyudo Association Kohokai	White <i>kyudo uwagi</i> and black <i>hakama</i> <i>Kaku obi</i> White <i>juban</i> (undershirt) White <i>tabi</i> (indoor <i>split toe shoes</i>) <i>Mune</i> (chest) protector for women	<i>Yumi</i> (Japanese bow) <i>Ya</i> (arrows, at least 4 target set and fletched, optional are 2 or more <i>makiwara set</i>) <i>Gake</i> (glove/release aid) Maintenance set: <i>Giriko Powder</i> , <i>Giriko Powder Case</i> , Rattan <i>Tsurumaki</i> , spare <i>Tsuru</i> (Synthetic/Hemp bow string)
<i>Systema</i>		Systema t-shirt White <i>budo</i> pants	Mouthguard 4 oz MMA style gloves Shin and instep protectors Groin guard Knee pads
<i>Taiko</i>		Toowoomba Taiko t-shirt	<i>Wadaiko</i> and/or Practice drum and <i>bachi</i> (drumming sticks)

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