



# Takemusu Aikido Society

## Child Protection Policy

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### 1. Policy Statement

Takemusu Aikido Society martial arts club operates in accordance with the principles set out in line with requirements under the *Children First Act 2015*, *Children First: National Guidance for the Protection and Welfare of Children (2017)*, and Tusla's *Child Safeguarding: A Guide for Policy, Procedure and Practice*. We are committed to ensuring the safety and well-being of all children involved in our activities.

Our Child Protection Policy outlines how Takemusu Aikido Society implements these principles. For further details, please refer to our full safeguarding statement available on request.

This policy applies to all club activities, including training sessions, seminars, grading examinations, demonstrations, and social events.

### 2. Transport, Events, and Changing Rooms

1. Parents/guardians are responsible for transporting their children to and from club training locations. The club does not arrange transport.
2. Parents/guardians should collect their children from the dojo entrance, not the car park.
3. Children should arrive and leave training sessions in their uniform where possible. If a child must change at an event venue, parents/guardians should supervise or arrange for a responsible adult to do so.
4. For events away from the club (e.g. seminars or public demonstrations), all transport and accommodation must be arranged by parents/guardians. Instructors and club volunteers do not provide supervision during travel or accommodation.
5. Parents/guardians must provide emergency contact information for all events held away from the club.

### 3. Physical Contact

1. Unnecessary physical contact with children should be avoided.
2. Instructors may provide manual guidance to correct positioning during techniques, ensuring it is appropriate, with the child's consent, and solely for instructional purposes.
3. Any physical contact must be conducted openly, respectfully, and with clear communication to ensure the child's comfort and understanding.

### 4. Supervision

1. Instructors and volunteers should avoid spending excessive time alone with a child. Where one-on-one interaction is unavoidable, it should be in a public or open setting.

2. Parents/guardians are encouraged, though not required, to remain present during training sessions or arrange for another responsible adult to observe the class and the child's progression.

### 5. Photography and Media

1. Photography, video recording, and the use of camera phones are not permitted during regular training sessions.
2. Photography and video recording may be permitted during special events (e.g. grading, demonstrations) with prior notice.
3. If parents/guardians do not wish their child to be photographed or recorded, they must inform the club in writing. These requests will be kept securely on record.
4. Photographs shared on official club platforms (e.g. [www.aiki.ie](http://www.aiki.ie), social media) will not associate children's names with images.
5. For external events outside the club's control, parents/guardians are responsible for understanding and accepting any media policies in place.
6. Written consent from parents/guardians is required for photography or video recording during special events, even if prior notice is given.

### 6. Communication

1. Contact details of parents/guardians will only be held by club officers and those involved in organising activities.
2. Group messaging via private channels (e.g. WhatsApp) is the preferred method of communication.
3. Public updates may be shared on the club's website or public social media pages. Private channels will be used for specific communication regarding individual children.
4. The club ensures compliance with data protection laws (e.g. GDPR) when storing and using contact information.

### 7. Club Children's Officer and Designated Person

1. All adults involved in the club's activities must undergo Garda Vetting.
2. The club will appoint a Children's Officer to act as a point of contact for any concerns or queries related to child welfare.
3. The same individual may act as both the Children's Officer and the designated person responsible for reporting any child protection concerns.
4. The Children's Officer's contact information will be provided to all members and parents/guardians.
5. The Children's Officer and instructors receive appropriate safeguarding training.
6. Any child protection concerns will be reported to the Child and Family Agency (Tusla) or An Garda Síochána.

#### The Takemusu Aikido Society Club Children's Officer is:

**Name:** Jan Toth

**Email:** jan@aiki.ie

**Phone:** 083 026 4645

### 8. Review and Updates

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1. This policy will be reviewed annually to ensure it remains up-to-date with best practices and legal requirements. Any amendments will be communicated to all members and parents/guardians.
2. Suggestions for improvements to the policy may be sent to the Children's Officer via email.
3. A process is in place for reporting and reviewing incidents or concerns related to child protection, ensuring lessons are learned and policies are updated accordingly.

**Date of Policy Implementation:** 06 June 2023

**Date of Current Revision of Policy:** 02 March 2025

**Next Review Date:** 02 March 2026