



Code of Conduct and Ethics Policy

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Status	Draft	Approval Authority	Board of Directors
Approval Date	–	Effective Date	–
Resolution No.	–	Supersedes	n/a

This Code gives everyone at TNT a clear standard for respectful, safe, and honest participation. It also explains how concerns are raised without replacing the member-discipline and appeal rules in the Bylaws.

Purpose and Scope

This Code states the conduct expected of people involved with TNT and protects safe, respectful, accessible taekwondo and responsible co-operative governance. It applies to Student Participants, parents and caregivers, spectators, Voting Members, directors, officers, instructors, coaches, assistants, employees, contractors, volunteers, officials, visitors, and anyone acting for TNT.

It applies at TNT programs, meetings, events, travel, and online activity, and to other conduct with a substantial connection to participant safety or TNT responsibilities. The standard is applied with regard to a person's age, role, circumstances, and any reasonable accommodation. Enrolment as a Student Participant does not itself confer Voting Membership.

Shared Conduct Standard

- Treat others with dignity. Do not harass, bully, discriminate, haze, threaten, intimidate, or retaliate.
- Train and supervise safely. Follow lawful directions, event rules, protective-equipment requirements, and injury or concussion precautions. Stop an activity when safety requires.
- Respect consent, privacy, and personal boundaries. Use physical contact only for a legitimate, proportionate training, safety, or care purpose; explain it where practicable and stop if a participant objects unless immediate action is needed to prevent harm.
- Communicate honestly and respectfully, including online. Do not use secrecy, gifts, rank, access, or authority to create dependence or special treatment.
- Report serious safety or safeguarding concerns promptly. Cooperate with authorized reviews without pressuring witnesses, destroying information, or conducting an unauthorized investigation.
- Use TNT property, information, name, funds, and authority only for legitimate purposes. Disclose conflicts and do not seek an improper personal or family benefit.

Firm instruction, fair performance feedback, lawful governance disagreement, and proportionate corrective action are permitted when carried out respectfully. Rank, tenure, office, or good intentions do not excuse misconduct.

Maltreatment and Misuse of Authority

TNT prohibits physical, psychological, and sexual maltreatment; neglect; grooming; harassment; discrimination; hazing; bullying; abuse of power; and retaliation. This includes humiliating or punitive exercise, unsafe contact or sparring, pressure to train through injury, sexualized communication or contact, secret one-to-one access to a minor, and deliberate failure to provide reasonable supervision or respond to a known serious risk.

Adults in positions of trust must maintain clear boundaries with minors and vulnerable participants. They must follow TNT-210 for the Rule of Two, reporting, supervision, electronic communication, private instruction, and travel safeguards. A person need not wait for proof of abuse before reporting a concern. A good-faith report that is not substantiated is not misconduct; knowingly fabricating evidence is.

Role Responsibilities

Instructors and coaches must teach within their documented TNT authorization and competence, use developmentally appropriate methods, and place participant welfare ahead of rank, selection, winning, or their own authority. Assistants and junior instructors work only within their authorized scope and supervision. IIC identifies a session-specific authorization designation under TNT-305; it is not a standing leadership office or an independent source of governance authority.

Parents and caregivers should support safe arrival and departure, disclose relevant safety information, model respectful conduct, and raise concerns without confronting another child or disclosing another family's private information. Student Participants should follow safety directions, use controlled contact, respect training partners, and tell a trusted adult when they feel unsafe.

Voting Members, directors, and officers must respect the separate authority of members, the Board, and delegated operational and technical decision-makers. No individual member or director may direct a class, control an investigation, promise a promotion, or act for TNT without authority. Lawful voting, nominations, criticism, record requests, and other democratic participation must not be treated as misconduct merely because they are unwelcome.

Speaking up and Immediate Protection

Anyone may bring a conduct concern to a TNT safeguarding contact, the Board through an unconflicted channel, or an available external authority. A concern involving the usual recipient must have an alternative route. Immediate danger calls for emergency services. Suspected

child abuse or neglect must be reported immediately to child-protection authorities or police as required by Saskatchewan law; an internal report does not replace that duty.

TNT may take proportionate interim operational restrictions for safety under Bylaw 4.4. Such a measure is not a misconduct finding and does not itself suspend a Voting Member's statutory rights. TNT will protect privacy as far as reasonably possible without promising absolute confidentiality or limiting lawful external reporting. Retaliation for a good-faith report, assistance with a review, request for accommodation, or exercise of a lawful governance right is prohibited.

Concerns, Decisions, and Review Rights

Concerns are assessed under the applicable complaints and discipline process by authorized, unconflicted people. A response may include education, restorative steps where appropriate, changed duties, operational restrictions, or formal discipline. Serious matters may be referred to police, child-protection authorities, a sport body, or another competent authority.

If Voting Membership Suspension or termination is considered, Bylaw 4 and the Act govern the grounds, notice, investigation, decision-maker, voting threshold, written reasons, reconsideration, and appeal. This Code creates no automatic loss of good standing or voting rights and no new member-discipline procedure. Operational, employment, or program decisions remain distinct from statutory membership discipline. A person affected by a decision will be told the applicable review route and any deadline.

Authority and Interpretation

The Act, Articles, Bylaws, and Governance Charter control if this Code conflicts with them. The Board may adopt role-specific guidance and procedures consistent with this Code and the governing hierarchy in Bylaw 16.3. Applicable law and binding sport-body requirements also apply within their own jurisdiction. TNT does not claim external Safe Sport jurisdiction that it does not hold.

Related Documents

- TNT-210 Safe Sport
- TNT-225 Complaints and Discipline when adopted
- TNT-270 Protected Disclosure when adopted
- TNT-305 Instructor and Competition Coaching Authorization
- TNT-405 Accessibility and Accommodation
- Articles 5 and 6
- Bylaws 1.5, 2.1, 4, 10.3, and 16.3–16.9.

Approval and Review

The Board approves this policy and reviews it at least annually, and sooner after a material change in law, governing documents, sport requirements, programming, or safeguarding risk. Board approval does not amend the Articles, Bylaws, or Governance Charter.

Policy Revision History

Version	Date	Change	Approved By	Resolution
0.1	2026-09-19	Initial draft	–	–
0.9		Board review draft	–	–
1.0		Initial adoption	Board	

Appendix

Code of Conduct and Role Commitments

Our shared commitment

We make taekwondo safe, welcoming and worthwhile for children, youth and adults. Our conduct supports community, character, excellence and lifelong participation. We practise respect, courtesy, integrity, perseverance, self-control, courage and service. Participant welfare comes before winning, rank, revenue, reputation or personal influence.

Who this code covers

This code applies to everyone involved with TNT, including students, parents and caregivers, members, instructors, directors, staff, volunteers, officials and guests. It covers TNT classes, testing, competitions, meetings, travel, events and online activity, and other conduct with a substantial connection to participant safety or TNT responsibilities. Expectations are applied with regard to age, role, circumstances and reasonable accommodation.

How to use this document

Read the shared code on the first four pages of this Appendix and sign every applicable role page. A parent who is also a director and Voting Member signs all three pages. Adult students use page A; students under 18 use page B with an adult review. Signing as a student or parent does not confer Voting Membership. Keep the shared code with the signed pages and give the signer a copy.

TNT's Shared Code of Conduct

Respect and inclusion

I will treat others with dignity and communicate honestly and respectfully, in person and online. I will not bully, haze, harass, threaten, discriminate, use degrading language or humiliate others. I will respect differences, privacy and reasonable accommodations, including disability-related supports. Financial means, athletic ability and rank do not determine a person's worth or entitlement to respectful treatment.

Safety and self-control

I will follow lawful safety directions, use required equipment and control contact with partners. I will stop when instructed, when someone objects or shows distress, or when an activity becomes unsafe. I will promptly report injury, possible concussion and unsafe conditions. I will not pressure anyone to conceal symptoms, train through injury, cut weight unsafely or accept punishment through exercise or sparring.

Training contact must be legitimate, proportionate, appropriately supervised and explained where practicable. A person may decline or stop contact; immediate protective action may be needed to prevent harm. Taekwondo skills must never be used to bully, retaliate or settle disputes.

Protection from maltreatment

I will not commit, encourage, enable or conceal physical, psychological or sexual maltreatment, neglect, grooming, harassment, discrimination, hazing, bullying, boundary violations or abuse of power. Examples include punitive contact, threats, sexualized messages, secret gifts or access, intentional humiliation, and ignoring a known serious safety or supervision risk. Rank, office, tenure, reputation and good intentions do not excuse harm.

Adults must not engage in romantic or sexual interactions with minor participants. A person in authority must not enter a sexual or intimate relationship with a participant where a power imbalance exists. A pre-existing adult relationship that affects a TNT role must be disclosed through a confidential, unconflicted channel and managed before that authority is exercised; disclosure does not authorize a prohibited relationship.

Accountable interactions

I will follow TNT-210 safeguards for minors and vulnerable participants. The Rule of Two requires two adults close enough to observe and intervene: preferably two appropriately screened instructors or coaches, or an authorized screened adult with a second responsible adult. A junior instructor does not count as the second adult. An open door or an adult elsewhere in the building is insufficient. Genuine emergency departures must be limited to protecting safety and documented as required.

I will use approved, transparent communication channels, without secrecy or disappearing messages. Adult-to-minor communication includes a parent or another authorized adult where appropriate under TNT-210. I will follow authorized arrangements for private instruction, online sessions, changing areas, personal care, transport and overnight travel; I will not use informal parental permission to bypass a required safeguard.

Privacy and honest communication

I will not photograph or record in washrooms or changing areas, circulate degrading or sexualized images, or use participant information or images without the required authority or consent. I will protect confidential information, including after leaving my role. This does not prevent lawful reporting, obtaining support or advice, responding fairly to a complaint, or exercising a statutory record right. I will not present personal views as TNT's official position without authority.

Integrity and responsible participation

I will not cheat, falsify credentials or eligibility, manipulate competition or classification results, offer improper benefits, or misuse TNT funds, property, information or name. I will disclose conflicts and follow required recusals. I will follow applicable anti-doping rules, including requirements concerning prohibited substances or methods, testing, investigations and ineligibility; I will not help anyone evade them.

I will not participate, supervise or transport others while impaired. I will not supply alcohol, cannabis, nicotine or illegal drugs to minors. I will not use alcohol during training, competition or TNT activities involving minors, or use tobacco, vaping products or recreational drugs during TNT activities. Lawful medical needs require appropriate accommodation and safe

arrangements. Weapons require specific lawful authorization for a legitimate activity. Authorized drivers must be licensed, insured, attentive and comply with traffic laws.

Report concerns promptly

For immediate danger, call 911. Report suspected child abuse or neglect immediately to child-protection services, an applicable First Nations Child and Family Services Agency, or police as required by Saskatchewan law. Do not wait for proof, investigate first or assume another person has reported. Telling TNT or a resource line does not replace a required report to authorities. Bring other conduct or safeguarding concerns promptly to a TNT safeguarding contact or an unconflicted Board channel. If the usual recipient is implicated, unavailable or unable to act impartially, use the alternative route below or an appropriate external authority. You do not have to confront the person involved or obtain TNT's permission to report externally.

TNT safeguarding contact and contact details: safesport@truenorthtkd.ca

Unconflicted alternative intake and contact details: governance@truenorthtkd.ca

For help finding the appropriate route, contact the Sask Sport Resource Line: 1-888-329-4009; text 306-717-9636; help@resourceline.ca It provides support and referrals; it is not emergency services or a substitute for filing a complaint. Sport-body or Canadian Safe Sport Program reporting routes apply where they have jurisdiction.

Fair response and protection from retaliation

I will preserve relevant information and cooperate with authorized processes. I will not threaten, punish or disadvantage anyone for a good-faith report, seeking advice, supporting a review, requesting accommodation or exercising a lawful governance right. An unproven report is not a false report. Knowingly fabricating allegations or evidence, pressuring witnesses and concealing evidence are prohibited. Confidentiality is protected as far as reasonably possible, but cannot be absolute.

Authorized people may stop unsafe activity and impose proportionate interim operational restrictions under TNT's governing rules. These are not findings of misconduct. Concerns must be handled by authorized, unconflicted decision-makers with the applicable notice, opportunity to respond, reasons and review rights. Responses may include education, changed duties, restrictions or discipline through the proper process.

Governance and external standards

This code implements TNT-205 and remains subordinate to the Act, Articles, Bylaws and Governance Charter under Bylaw 16.3. It creates no automatic loss of good standing or voting rights and no new membership qualification or disciplinary procedure. Membership Suspension and termination remain governed by Bylaw 4 and the Act. Signing does not waive legal rights, appeal rights, liability claims or lawful democratic participation.

Binding provincial, national, event and safeguarding requirements apply within their jurisdiction. This code does not displace them or confer external jurisdiction. Affiliation does not itself amend TNT's governing documents or transfer its internal governance or resource stewardship. Conflicts must be referred for lawful resolution under Article 6.7 and Bylaw 16.3. Firm,

respectful instruction and lawful criticism, voting, nominations and records requests are permitted.

A. Adult student and athlete

For students and athletes aged 18 or older.

In addition to the shared code on pages 1 to 3, I make these commitments.

- 1. Train responsibly.** I will arrive prepared, use appropriate clothing and equipment, follow safe instructions and tell the instructor about limitations relevant to safe participation. I will seek clarification when I do not understand an activity.
- 2. Protect my partner.** I will match the agreed pace and contact, use control and stop promptly. I will not use size, seniority or rank to intimidate, punish or dominate. I will not pressure anyone to continue.
- 3. Compete honestly.** I will give accurate age, rank, eligibility and classification information, follow applicable competition and anti-doping requirements, and accept results respectfully while using any permitted protest or appeal route.
- 4. Support learning.** I will respect different abilities and rates of progress. I understand that fees, donations and attendance do not purchase promotion. I will ask about my development without demanding preferential treatment.
- 5. Respect role boundaries.** I will teach, supervise or lead only when authorized. Senior rank alone does not make me an instructor or authorize private contact with younger students.
- 6. Speak up.** I will report injury, unsafe contact, bullying and boundary concerns. I may ask questions, decline unsafe activity and request accommodation without retaliation.

Acknowledgment

I have received and reviewed the *TNT Code of Conduct and Role Commitments*, including the shared code and this role page. I have had an opportunity to ask questions and agree to follow these commitments. I understand the reporting routes and the rights. I will sign any other role page that applies to me.

Name (printed)

Signature

Date

B. Youth student and athlete

For students under 18. An adult explains the shared code, and these promises in language the student understands. Adults remain responsible for safeguarding children.

- 1. Be respectful.** I will use kind words, include others and respect different abilities. I will not bully, tease, threaten or embarrass someone.
- 2. Train safely.** I will listen to safety instructions, wear my equipment, control my kicks and punches, and stop when told or when my partner needs me to stop.
- 3. Be honest.** I will try my best, follow the rules and tell an adult if I am hurt, worried or do not understand. A belt or medal is never more important than safety.
- 4. Use my skills responsibly.** I will not use taekwondo to frighten, punish or get revenge. Being older or having a higher belt does not let me boss others around.
- 5. Get help.** I can say stop, ask questions and tell a trusted adult if something feels wrong, including touching, messages, gifts or requests to keep secrets. If the first adult does not help, I can tell another. I do not have to investigate or confront anyone.
- 6. Be safe online.** I will not send hurtful messages or share private pictures or information. I will tell a trusted adult about messages that frighten or upset me.

My acknowledgment

The TNT *Code of Conduct and Role Commitments*, including the shared code, has been explained to me. I understand these promises and can ask for help. I will not be blamed for someone else's harmful behaviour or punished for an honest safety report.

Name (printed)

Signature (or mark, if able)

Date

Parent or guardian review

I have reviewed the *Code* with this student in a way they can understand. Their acknowledgment reflects their age and understanding and is not a waiver. I also sign the *Parent/guardian and caregiver* page for my own conduct. If they cannot sign, I record the explanation here.

Name (printed)

Signature

Date

C. Parent guardian and caregiver

For adults responsible for a participating child or youth.

In addition to the shared code on pages 1 to 3, I make these commitments.

- 1. Support the child.** I will value effort, enjoyment and development. I will not punish losing, shame performance, demand rank, encourage unsafe weight loss or pressure a child to train through injury.
- 2. Plan safe attendance.** I will keep emergency contacts current, share relevant safety or support needs privately, arrange safe arrival and timely collection, and supervise non-participating children in my care.
- 3. Respect the training space.** I will follow viewing-area and facility rules, avoid distracting coaching from the sidelines, and enter the floor only when authorized or immediate safety requires intervention. I will not confront another child or intimidate instructors, officials or families.
- 4. Maintain safeguards.** I will support transparent communications and approved supervision and travel arrangements. I understand that my consent does not remove TNT's safeguarding obligations. I will respect image consent and other families' privacy.
- 5. Raise concerns constructively.** I will use an appropriate reporting or review route and describe concerns honestly. I may report directly to an external authority. I will not use threats, harassment or disclosure of another child's private information to pursue a concern.
- 6. Respect fair decisions.** I will not use donations, membership, friendships or office to influence promotion, selection or discipline. I will help my child understand the code without treating their safety concerns as disobedience.

Acknowledgment

I have received and reviewed the *TNT Code of Conduct and Role Commitments*, including the shared code and this role page. I have had an opportunity to ask questions and agree to follow these commitments. I understand the reporting routes and the rights. I will sign any other role page that applies to me.

Name (printed)

Signature

Date

Student(s) name(s)

D. Instructor coach and assistant

For instructors, coaches, assistants, junior instructors and guest teachers.

In addition to the shared code, I make these commitments:

1. **Work within authorization.** I will teach only within my competence and documented TNT-305 scope, maintaining required screening, credentials and training. I will disclose changes affecting eligibility. Junior instructors remain under adult supervision. IIC is a session-specific designation, not a standing office or governance authority.
2. **Teach safely and fairly.** I will plan appropriate progressions, matching and supervision; respect medical restrictions and accommodations; and use correction without humiliation. I will not punish through exercise or sparring, sell or promise rank, or favour family, donors or loyal students.
3. **Maintain boundaries.** I will follow TNT-210, including the Rule of Two, transparent messages, private-space and travel safeguards. I will explain instructional contact, respect objections and avoid intimate-area adjustments. I will not use secrecy, gifts, emotional dependency or sexual or romantic conduct to exploit trust.
4. **Respect participant choices.** I will explain decisions, invite questions, support participants' development goals and referrals, and respect opportunities with other clubs or teams. I will not demand personal loyalty or withhold opportunity in retaliation.
5. **Respond to harm.** I will stop unsafe activity, follow injury and concussion procedures, arrange appropriate help, record incidents and report concerns through required routes. I will not diagnose beyond my competence, conceal concerns or conduct an unauthorized investigation.
6. **Respect delegated authority.** I will exercise technical judgment within the approved program, safety and resource framework. I accept qualified review and governance oversight without treating rank as authority over membership, assets or complaints.

Acknowledgment

I have received and reviewed the TNT Code of Conduct and Role Commitments, including the shared code and this role page. I have had an opportunity to ask questions and agree to follow these commitments. I understand the reporting routes and the rights preserved on page 3. I will sign any other role page that applies to me.

Name (printed)

Signature

Date

Role/Position

E. Director and officer

For Board directors and officers. Delegated committee members also use this page where relevant.

In addition to the shared code, I make these commitments:

- 1. Serve TNT's public purpose.** I will act honestly, in good faith and with care and diligence for TNT's lawful interests. I will protect its community-service purposes, assets and restrictions on private benefit, including when considering affiliation, grants or fundraising.
- 2. Exercise lawful authority.** I will prepare for meetings, understand the governing documents and act only within collective Board decisions or express delegation. I will accurately communicate decisions and may record lawful dissent.
- 3. Manage conflicts.** I will disclose actual, potential and perceived conflicts, including family and business interests, and follow required recusals. I will not influence my own compensation, a related complaint or a benefit decision in which I am conflicted.
- 4. Keep governance and teaching distinct.** I will respect Bylaw 10.3 and qualified technical decisions. I will not direct or re-score a grading decision simply because I disagree. The Board retains lawful safety, financial, compliance and safeguarding oversight; technical authorization requires the appropriate technical and governance approvals.
- 5. Protect fair process.** I will maintain accessible, unconflicted reporting routes and address safety concerns without protecting reputation at participants' expense. I will not suppress complaints, predetermine outcomes or bypass membership procedures and appeal rights.
- 6. Protect resources and democracy.** I will scrutinize finances, honour restrictions, preserve accurate records and protect confidentiality while respecting lawful access. I will not manipulate admissions, coerce votes or retaliate against criticism. Properly authorized compensation and expenses must meet TNT's governing requirements.

Acknowledgment

I have received and reviewed the TNT Code of Conduct and Role Commitments, including the shared code and this role page. I have had an opportunity to ask questions and agree to follow these commitments. I understand the reporting routes and the rights. I will sign any other role page that applies to me.

Name (printed)

Signature

Date

Role/Position

F. Voting Member

For persons admitted as Voting Members under TNT's Bylaws.

In addition to the shared code, I make these commitments:

- 1. Participate in good faith.** I will learn about issues, respect meeting procedures, listen to differing views and exercise my vote without threats, bribery or knowingly false statements.
- 2. Protect public benefit.** I understand that Voting Membership gives no ownership of accumulated assets, entitlement to profits, guaranteed promotion or preferential access to public-benefit supports. I will not seek an improper personal or family advantage.
- 3. Respect everyone's voice.** I will protect lawful nominations, eligible recruitment, debate, voting, records requests and proposals for change. I will not create sham memberships, conceal ineligibility, trade benefits for votes or misuse confidential member information.
- 4. Respect role boundaries.** Individual membership does not authorize me to direct a class, supervise staff, promise rank, decide a complaint or speak for TNT. I will use the proper governance and reporting channels.
- 5. Disclose relevant conflicts.** I will make disclosures and follow any applicable participation restrictions required by law or the governing documents. This acknowledgment does not create a new voting restriction.
- 6. Accept accountability fairly.** I will comply with lawful decisions while retaining my right to seek reconsideration, appeal or change. I understand that operational restrictions do not themselves remove statutory voting rights and that Bylaw 4 and the Act govern membership discipline.

Acknowledgment

I have received and reviewed the TNT Code of Conduct and Role Commitments, version, including the shared code and this role page. I have had an opportunity to ask questions and agree to follow these commitments. I understand the reporting routes and the rights. I will sign any other role page that applies to me.

Name (printed)

Signature

Date

G. Employee contractor and volunteer

For staff, contractors, volunteers, team managers, chaperones and committee members. Teaching, Board or officiating duties also require the corresponding page.

In addition to the shared code, I make these commitments:

- 1. Know my assignment.** I will work within my assigned duties, competence and delegated authority; complete required screening and orientation; and promptly disclose circumstances affecting eligibility. I will ask before taking on responsibilities outside my role.
- 2. Provide safe support.** I will follow supervision, communication, transport and participant-protection requirements. I will not treat a volunteer role as permission to teach, transport a child privately or gain unsupervised access.
- 3. Act reliably.** I will prepare for assignments and promptly tell the responsible person if I cannot attend. I will not leave an assigned safeguarding responsibility without arranging a safe handover.
- 4. Handle resources honestly.** I will use funds, equipment, records and access only for authorized purposes, keep accurate records and disclose conflicts, errors and suspected misuse. I will not make unauthorized purchases, promises or representations.
- 5. Protect information.** I will access only information needed for my duties, use approved storage and communication methods, and return TNT property and records when required. Confidentiality continues after my role ends, subject to lawful reporting and access rights.
- 6. Support fair processes.** I will report concerns and preserve evidence, without investigating or deciding matters beyond my authority. Committee service does not itself confer Board powers or authority to determine discipline.

Acknowledgment

I have received and reviewed the TNT Code of Conduct and Role Commitments, including the shared code and this role page. I have had an opportunity to ask questions and agree to follow these commitments. I understand the reporting routes and the rights preserved on page 3. I will sign any other role page that applies to me.

Name (printed)

Signature

Date

Role/Position