



## Safe Practice, Supervision & Student Ratios Policy

Version: V2

Effective Date: 08th May 2026

Review Date: 08th May 2029

Taekwondo Council UK (TCUK) | [www.tkdngb.co.uk](http://www.tkdngb.co.uk)

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### 1. Introduction

Taekwondo Council UK (TCUK) is committed to safeguarding and promoting the welfare of:

- children and young people,
- adults at risk,
- and all participants involved in Taekwondo activity.

This policy outlines the minimum standards and expectations relating to:

- safe practice,
- supervision,
- instructor-to-student ratios,
- safeguarding arrangements,
- injury prevention,
- risk management,
- and participant welfare.

This policy forms part of TCUK's wider safeguarding and participant welfare framework.

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### 2. Purpose

The purpose of this policy is to:

- support safe and appropriate supervision,
  - reduce safeguarding and injury risks,
  - promote participant welfare,
  - provide proportionate safeguarding arrangements,
  - support safe training and event delivery,
  - and establish minimum operational expectations across TCUK-affiliated activity.
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### 3. Scope

This policy applies to:

- affiliated clubs and associations,
- instructors,
- assistant instructors,
- officials,

- volunteers,
- safeguarding and welfare personnel,
- and individuals involved in the delivery or supervision of TCUK-affiliated activity.

This policy applies across:

- training sessions,
- competitions,
- seminars,
- gradings,
- camps,
- travel,
- and related Taekwondo activities.

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#### **4. Safe Practice Principles**

TCUK is committed to:

- ensuring participants are appropriately supervised,
- reducing safeguarding and injury risk,
- promoting safe and inclusive participation,
- supporting appropriate professional boundaries,
- maintaining transparency and accountability,
- protecting both participants and instructors,
- and applying safeguarding arrangements proportionately and practically.

Risk assessments should consider:

- age,
- experience,
- activity type,
- contact level,
- participant welfare,
- additional needs,
- environment,
- staffing levels,
- and safeguarding risk.

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#### **5. General Supervision Arrangements**

Instructors and supervising adults should:

- avoid one-to-one situations with children or adults at risk where reasonably avoidable,
- ensure activities remain observable and appropriately supervised,
- maintain appropriate professional boundaries,
- and ensure safeguarding and welfare considerations are appropriately managed.

Where reasonably practicable:

- a minimum of two responsible adults should be present during activities involving children or adults at risk.

Responsible adults may include:

- instructors,
- assistant instructors,
- welfare officers,
- safeguarding personnel,
- volunteers,
- or, in limited circumstances, a responsible parent or guardian.

Supervision arrangements should remain proportionate, practical, and appropriate to the activity and safeguarding risk.

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## 6. Instructor-to-Student Ratios

Instructor-to-student ratios represent maximum guidance under normal conditions and may need to be reduced depending on:

- participant age,
- experience,
- additional needs,
- activity type,
- safeguarding considerations,
- contact level,
- or environmental risk.

Suggested maximum ratios:

<b>Activity Type</b>	<b>Suggested Ratio</b>
Children aged 4–7	1:15
Children aged 8–12	1:20
Teenagers and adults	1:25–30
Beginner classes	1:15–20
Sparring / higher-risk activities	1:8–12

Higher-risk activities may require:

- additional supervision,
  - additional safety controls,
  - modified activities,
  - or lower ratios.
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## 7. Mixed Adult and Junior Classes

Where adults and children participate together:

- child safeguarding standards should always apply,
- supervision arrangements should prioritise participant welfare,
- and safeguarding considerations should remain proportionate to the activity.

Adult participants do not replace safeguarding supervision arrangements.

Where reasonably practicable, a non-participating responsible adult should be present in addition to the lead instructor during junior activity.

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## 8. Start-Up and Single-Instructor Arrangements

TCUK recognises that some clubs may initially operate with a single qualified instructor.

In these circumstances, clubs should implement additional safeguarding and risk management measures where reasonably practicable, including:

- use of open and observable environments,
- avoiding secluded or unnecessary one-to-one situations,
- maintaining clear session structure and visibility,
- informing parents/carers of supervision arrangements,
- implementing appropriate professional boundaries,
- and maintaining appropriate risk assessments.

As clubs develop, they are encouraged to strengthen safeguarding and supervision arrangements through:

- additional instructors,
- volunteers,

- welfare officers,
  - and safeguarding support personnel.
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## **9. Head Contact and Concussion Management**

TCUK and affiliated organisations owe a duty of care to all participants.

Instructors and organisers are expected to:

- take reasonable steps to minimise head injury risk,
- apply age-appropriate contact rules,
- manage suspected concussion appropriately,
- and prioritise participant welfare and safety.

Any participant suspected of concussion or significant head injury:

- should be removed from activity immediately,
- should not return to activity on the same day,
- and should only return following appropriate medical guidance and clearance where applicable.

Parents/carers should be informed as soon as reasonably practicable where a child or young person sustains a significant head injury or suspected concussion.

Risk assessments should consider concussion and contact-related risk where applicable.

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## **10. Safeguarding Responsibilities**

This policy should be read alongside:

- Child Safeguarding Policy,
- Adult Safeguarding Policy,
- Safeguarding Reporting Procedure,
- Inclusion Policy,
- Anti-Bullying Policy,
- and relevant Codes of Conduct.

All safeguarding concerns should be reported through appropriate safeguarding procedures.

Current safeguarding contacts, reporting routes, guidance, and support information can be found via the TCUK safeguarding section of the website:

<https://tkdngb.co.uk/en/members-area/safeguarding>

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## **11. Inclusion and Accessibility**

TCUK is committed to promoting:

- inclusion,
- accessibility,
- dignity,
- participant welfare,
- and fair participation.

Supervision and safeguarding arrangements should consider:

- participant welfare,
- reasonable adjustments,
- additional support needs,
- and safe inclusion wherever reasonably practicable.

Current inclusion guidance and support information can be found via the TCUK inclusion section of the website:

<https://tkdngb.co.uk/en/members-area/inclusion>

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## **12. Monitoring, Compliance, and Governance**

Affiliated organisations are responsible for implementing this policy appropriately.

TCUK may:

- provide guidance and support,
- undertake governance or safeguarding oversight,
- review safeguarding arrangements,
- and address concerns relating to non-compliance where appropriate.

Failure to maintain appropriate safeguarding or safe practice standards may result in:

- safeguarding intervention,
  - additional training requirements,
  - restrictions,
  - disciplinary action,
  - suspension,
  - or removal from recognised activity where appropriate.
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### **13. Review and Governance**

This policy will be reviewed periodically to ensure continued alignment with:

- safeguarding standards,
  - participant welfare,
  - governance expectations,
  - injury prevention guidance,
  - inclusion commitments,
  - and best practice.
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### **Conclusion**

Taekwondo Council UK is committed to promoting safe, proportionate, practical, and welfare-focused supervision arrangements across all affiliated activity.

All individuals involved in TCUK-affiliated activity share responsibility for helping maintain safe, respectful, inclusive, and appropriately supervised Taekwondo participation.

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### **Approval**

Approved operationally by: TCUK CEO & Safeguarding Team

Date: 08th May 2026

Version: V2

Subject to formal Board ratification at the next Board meeting

Next Review Date: 08th May 2029