



## **The Qigong Academy - CODE OF CONDUCT**

This Code of Conduct details the level of professional conduct expected by the Qigong Academy and applies to everyone who chooses to work with the Qigong Academy either as a student, teacher or visiting lecturer.

The Qigong Academy (hereafter known as the Academy) is dedicated to developing and supporting a community of Qigong teachers who embody the qualities laid out in this code of conduct.

### **Purpose of the Code of Conduct**

The purpose of this code of conduct is to provide clear guidance on the expected level of behaviour and conduct in the following areas:

- Standards of Practice.
- Responsibility to Students
- Responsibility to Colleagues
- Responsibility to the Academy
- Professional Integrity

### **Standards of Practice**

Members of the academy you will be expected to:

1. Always ensure that the environment in which you teach is safe for your students. This includes their personal safety and the conditions of the physical environment in which students are working, so a basic risk assessment process should be undertaken. If the student is a vulnerable adult or a young person under 18, involve a professional chaperone or their parent/guardian so your work is supervised.
2. Ensure that the practice being taught is appropriate and safe for students, teachers, colleagues and members of the general public.
3. Treat students, colleagues and members of the general public with respect and dignity. Acknowledge and value differences. Be aware of, and show respect for, cultural diversity.
4. Only use Qigong forms and techniques that you have been sanctioned to teach.

### **Responsibility to Students**

Members of the academy who teach Qigong classes shall:

1. Prepare and teach their Qigong classes within the guidelines of the safe and effective teaching system they have been trained to use.
2. Continue their personal development in order to maintain and improve form, understanding, awareness and professional conduct.
3. Respect and practice professional boundaries, being careful to maintain appropriate and ethical relationships with all students and clients.
4. Treat all students with equal respect, ensuring no favouritism is practiced or demonstrated.
5. Respect students' cultural, spiritual, sexual and religious diversity in all respects.
6. Respect personal and confidential information disclosed by students.
7. Ensure that individuals' physical, emotional, and other limitations are recognised and treated with respect and understanding.
8. Consult with mentors and knowledgeable professionals when such consultations are needed.



9. Refer students to their health professional when concerns arise that cannot be addressed as a direct result of their training.

## **Responsibility to Colleagues**

As a colleague and member of the academy you will be expected to:

1. Speak positively and kindly of other instructors.
2. Respect personal boundaries and established relationships between instructors and their students. Offer guidance to a colleague if asked.
3. Provide accurate descriptions of colleagues' training and related qualifications.
4. Represent yourself and others honestly and fairly in all advertising and promotional materials.
5. Participate proactively within the community of teachers fostered by the academy.

## **Responsibility to the Academy**

As a member of the academy, you will be expected to:

1. Respect the property of the academy (both physical and intellectual) and not share/publish/broadcast or distribute it without express written consent.
2. Continue to study and develop your Qigong practice.
3. Maintain your membership to the academy.
4. Pass on information to your students about the training offered by the academy in such a way as not to limit students' potential to develop their Qigong practice.

## **Professional Integrity**

Members of the academy will demonstrate integrity and professionalism by:

1. Describing themselves as Qigong teachers in an honest and accurate way in all respects
2. Presenting a positive image to their community
3. Supporting the goals and positive intentions of the academy
4. Always being prepared to provide evidence of their qualifications and professional indemnity insurance
5. Providing a recent and up to date DBS check when undertaking regulated activity relating to children or adults as defined by the Disclosure and Barring Service.
6. Storing student records, or any confidential personal data about clients or students, in a way that is compliant with the Data Protection Act 2018 (i.e., controlled access/secure storage of data, no sharing of data with 3<sup>rd</sup> parties without the person's express permission etc).

## **Review:**

The academy is committed to reviewing this Code of Conduct on a regular basis with the aim of improving and clarifying the expected conduct so as to uphold the highest professional standards.

When reviewing the Code of Conduct, all aspects of its content shall be open to review and possible adjustment.

Any amendments to this Code of Conduct will be formally agreed by the academy and communicated to all relevant parties prior to formal publication of the updated version.

This document is dated July 2022.



The Qigong Academy

I have read and agreed to abide by The Qigong Academy Code of Conduct (dated May 2018) as a teacher and student of The Qigong Academy

Student Teacher Name:

Student Teacher Signature:

Date:

The Qigong Academy Representative Name:

The Qigong Academy Representative Signature:

Date: