Ethics Policy

This policy explains the ethical conduct expected of IJF Academy students and the professional treatment you can expect from people teaching, assessing or supporting you. It covers online learning, assessment, practical sessions, placements and programme-related communication.

Respect and fair treatment

Treat students, tutors, staff and sports colleagues with dignity and courtesy. Respect differences in background, nationality, beliefs, identity and individual needs. Discrimination, bullying, harassment, humiliation and exploitation are not acceptable. The same standards apply in person, on the platform and in private messages connected with your studies.

You may ask questions, give constructive feedback and disagree respectfully. You should not be threatened, excluded or disadvantaged for raising a concern in good faith.

Professional boundaries

Tutors, assessors, staff and service providers must use their position responsibly. They must not engage in sexual or intimate conduct with a student whose learning, assessment, support or progression they can influence, or reasonably appear able to influence. Apparent consent does not remove this professional boundary.

You are entitled to raise concerns about inappropriate attention, pressure, personal requests or a relationship affecting your studies. You do not have to confront the person involved before seeking help.

Your responsibilities as a student

- **Take responsibility for your learning.** Familiarise yourself with the platform, your programme and the Student Handbook. Ask your tutor when you need clarification.
- **Work honestly.** Submit your own work and truthful information about your achievements and experience. Follow the Code of Honour and Assessment and Academic Integrity Policy.
- **Act fairly.** Do not use personal, coaching, family or federation relationships to obtain preferential treatment. Do not offer money, gifts or favours in exchange for marks, access or other academic advantages.

Your academic treatment should be based on the programme’s requirements and assessment criteria. Raise a concern if a relationship, request for a benefit or other personal interest appears to affect a decision about you.

Safe practical participation

Follow safety instructions and respect your training partners’ limits and wellbeing. Tell the instructor if an activity is unsafe or you cannot continue safely. Instructional physical contact must be appropriate and explained. Coercive training, degrading initiation and sexualised or abusive conduct are not acceptable.

Communication and raising concerns

Information and online conduct

Use social media and programme communication responsibly. Respect other people's privacy and do not disclose confidential Academy information or restricted learning and assessment materials without lawful authority. Do not present personal views as official Academy statements without authorisation.

These confidentiality responsibilities do not prevent lawful reporting, seeking confidential advice or cooperating with a competent authority. Follow the Privacy and Data Protection Policy when handling personal information in your studies.

Projects and placements

Treat people involved in your project or placement respectfully and describe your work and findings honestly. If your work involves interviews, observations, photographs or personal information, ask your tutor for guidance on the applicable project requirements and permissions. Explain the intended activity and use of information, respect participants' choices and avoid pressure to participate.

Getting help and making a complaint

For study guidance, contact your tutor through the platform forum, chat or tutor email. For an individual concern, use a private message or the Academy's **Contact Us** form. Include your name, country, programme and the question or request, as required by the Handbook. Describe the relevant facts and keep sensitive information out of public discussions.

To make a complaint or appeal an Academy decision, select **"Complain"** or **"Appeal"** in the Contact Us form and give a detailed description. This includes concerns about assessments, assignments and practical scores. The Head of Institution communicates the final appeal decision to you under the Handbook procedure.

Harassment abuse and safety concerns

If someone is in immediate danger, contact the local emergency services. You may also report a matter to the police or another competent authority where appropriate. An Academy complaint does not replace an external report required by law.

You may seek help without first investigating the matter or proving an allegation. Keep any relevant records secure and avoid circulating accusations or private information publicly. Information about a concern must be handled sensitively; necessary disclosures for safety, a fair review or legal obligations may still be required.

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