

# **TAO Policy in relation to the Qualification and Training of Instructors**

## **1. STATEMENT OF POLICY**

In aiming to preserve the purity and quality of the Li Family Arts, the TAO strives to provide the highest quality training for all those who wish to practice them.

The Technical Director authorises persons entitled to offer instruction so that participants may have confidence in the quality of the instruction provided under the auspices of the TAO.

The TAO is committed to providing the highest quality training and support for its Instructors and to offering them appropriate opportunities to continue the development of their skills.

## **2. AUTHORISATION AND QUALIFICATION OF INSTRUCTORS**

Instructor status shall be conferred separately in each of the three arts: T'ai Chi, Feng Shou and Ch'i Shu. No member shall offer or advertise themselves as an instructor, coach or teacher of any of the arts unless they are currently authorised to instruct in the same art.

Instructors are appointed at the Technical Director's discretion but will normally have achieved a minimum grade of 1<sup>st</sup> Tengchi and passed the BCCMA level 2 instructors' assessment.

Trainee Instructors may be authorised to assist an Instructor or act on their behalf. To qualify members must have reached a minimum of 2<sup>nd</sup> Pan. Trainee Instructors may only run their own clubs with the specific approval of the Technical Director.

Senior Instructors are those who have

- either achieved Tenchi grades in the three arts, one of which must be 2<sup>nd</sup> Tengchi or above, or have achieved Tenchi grades in two of the arts one of which must be 3<sup>rd</sup> Tengchi or above, and
- passed the BCCMA level 2 instructors' assessment, and
- passed a practical assessment of their ability to take authorised TAO weekend courses.

From the currently authorised Instructors and Senior Instructors, the Technical Director may select the Technical Team to assist him. Technical Team Instructors must have the capability to take regional weekend courses.

From the current members of the Technical Team or Senior Instructors the Technical Director may appoint Assessors, authorised to grade junior or adult members up to 1st Pan level on behalf of the TAO.

No Instructor of whatever level may teach any person under 18 years old without the approval of the Technical Director.

No Instructor of whatever level may teach weapons without the approval of the Technical Director.

### **3. RESPONSIBILITIES OF INSTRUCTORS**

All authorised Instructors, whether teaching at TAO clubs or for other organisations, are required to:

- have current personal liability insurance and public indemnity insurance and, if necessary, professional indemnity insurance.
- have Criminal Records Bureau clearance;
- have a person holding a current First Aid Certificate (whether themselves or another) in attendance at their classes;
- follow the guidelines laid out in the Coaching Manual, Assessors' Manual, Instructors' Administration Pack, together with recognised good practice for the coaching and teaching of martial arts;
- maintain and develop their coaching skills and knowledge of the Li Family Arts by attending at least 4 of the 7 weekend training courses provided by the Technical Director each year (or equivalent training at the Technical Director's discretion);
- support the development of the TAO by enrolling new members and encouraging all their students to attend training courses provided by the Technical Director or other Senior Instructors.

### **4. TAO CLUBS AND TRAINING SESSIONS**

In addition to the responsibilities set out above, those Instructors running clubs or training sessions on behalf of the TAO are required to ensure that the requirements of the following are observed:

- the current TAO policies with regard to
  - health and safety,
  - child protection,
  - anti-bullying
  - equal opportunities
  - insurance

### **5. MONITORING AND CONTINUING ASSESSMENT**

Instructors will be subject to continuing assessment of their technical and teaching skills by the Technical Director as he thinks fit.

The Technical Director or his appointee will monitor instructors' administration and conduct of TAO classes annually. Instructors must promptly complete and return such monitoring forms as may be required as part of this process.

### **6. DISQUALIFICATION**

Instructor authorisation may be suspended or revoked at any time by the Technical Director or a simple majority of the Committee on the grounds that an Instructor:

- has acted in a manner contrary to the provisions of the Constitution or the annexed policies, or
- has acted in a manner contrary to recognised safe coaching practices, or
- has acted in a manner likely to bring the TAO into disrepute, or
- has committed an act of gross misconduct.