A close up of a sign

Description generated with very high confidence

**STUDENT SAFETY AT U.S. TAEKWONDO CENTER**

Grandmaster Sang Lee (Dae Sabumnim), opened the first U.S. Taekwondo Center (USTC Citadel) in 1986. As the first U.S. Olympic Head Coach, his dream was not only to train elite athletes but also to enable students of all ages and athletic abilities to participate in the martial art of Taekwondo.

Over the last 32 years, our society, environment, children, families, education, and media have changed. As an organization that serves over 1,200 students in the Colorado Springs area, U.S. Taekwondo Center has invested, and always will invest, in training, education, and certification to create and maintain a training environment that is both physically and emotionally safe for all of our students and families.

The Marital Arts industry is currently not regulated by any organization that requires certain policies or training in order to operate a Martial arts school. However, it is the desire of U.S. Taekwondo Center (USTC) to put the safety and welfare of our students first. The following communication is intended to inform parents and students about how we implement safety at our schools through policy and practice and explain how we believe others can assist us in promoting student safety.

One aspect of keeping students safe is responding to verbal and non-verbal cues that indicate emotional distress or possible self-harming behaviors. We look forward to adding training for our staff and resources to address this prevalent need in our student population and community.

Another aspect of keeping students safe is regarding the prevention of inappropriate romantic or sexual relationships between those in a position of trust (whether Coaches, Instructors or other staff) and our students, including with minors.

USTC is wholeheartedly committed to the safety of our students, and in full support of modifying, or adding policies as needed to continually achieve this goal.

USTC is conducting a thorough review and plans to implement a third-party platform to supplement our existing policies. USTC takes seriously the responsibility of choosing an effective program with a proven track record and stable platform that can achieve the desired outcome of promoting safety.

**What USTC Currently Does to Help Promote Student Safety**

1. Background Checks - All staff including administrative and instructional, undergo criminal background checks which include a check of the Sex Offender Registry.
2. Employee & Volunteer Policies – described below. All USTC Employees receive a thorough training regarding these policies. Upon completion of this training, all USTC employees sign acknowledgement and agreement to follow these policies.
3. Instructor Training – regular training is provided for Coaches and Instructors related to minimizing physical contact with students
4. Security DVR Cameras – in place at all five (5) locations providing thorough coverage of all areas excluding restrooms.

The following existing policies and practices are in place:

1. Mandatory Reporters (policy outlined below)
2. Student Safety Rules (policy outlined below)
3. Dating (policy outlined below)
4. Text Messaging (policy outlined below)
5. Biannual All Staff Training
6. Location specific training and review
7. Training for our Instructors, Coaches and Demo Team Managers to recognize warning signs of social or emotional distress including self-harming behavior, providing resources which become available. Instructors, Coaches, and Demo Team Managers receive additional training regarding student safety and communication skills with students and their families
8. A review on third-party platforms which promote athlete safety as a policy supplement
9. Pending the review of third-party platforms, an interim option allowing for anonymity and confidentiality in reporting student safety concerns. This method alleviates the concerns of perceived versus actual anonymity that are present with the use of technology. Effective immediately, we encourage reporting via U.S. mail to 16328 Jackson Creek Parkway, Monument, CO 80132. Envelopes should be addressed to the President, Master Jay Lee, and marked PRIVATE & CONFIDENTIAL. Contents will be shared only to the extent necessary to investigate matters contained within and where required by law.
10. Published safety policies via the USTC website at [www.familyblackbelt.com](http://www.familyblackbelt.com) and the USTC mobile app

**Existing Policy Content**

MANDATORY REPORTERS

Based on C.R.S. 19-3-304, and as “athletic program personnel employed by a private sports organization or program” employees of USTC are mandatory reporters. What this means, in summary, is that USTC employees are required to report suspected child abuse and/or neglect and it is a Class 3 misdemeanor to intentionally fail to do so. More specifically, if one of the following cases applies, a USTC employee is required to call or to have someone call and report it to 1844-CO-4-KIDS (1-844-264-5437):

• Employee has reasonable cause to know or suspect that a child has been subjected to abuse or neglect

• Employee has observed the child being subjected to circumstances or conditions that would reasonably result in abuse or neglect

STUDENT SAFETY RULES

USTC strives to provide a safe, secure, and comfortable environment for all of our students. In the interest of achieving that goal, USTC has adopted and implemented the following policies that are directed primarily, but not exclusively, to the relationships of instructors with students who are minors (that is, students under 18 years of age).

It is critical to avoid even the appearance of inappropriate relationships with students. Our reputation as a Martial Arts School and our employees’ reputations as individuals depend upon our students’, their parents’ or guardians’, and the community’s assurance that USTC employees can be trusted to act at all times in appropriate ways with all those who train at USTC.

Therefore, all employees are required to be aware of and to comply with the following rules:

1. There must be two (2) employees present when locking up to leave the school with the exception of owners or General Managers locking up alone, or other visits that occur outside of normal business hours.

2. The practice of an employee transporting (a) minor student(s) is discouraged. When traveling to events outside of the school, an employee traveling alone must ensure that he/she has at least two (2) students in the vehicle. An employee may never transport just one (1) student for any purpose to or from any location at any time.

3. To the extent feasible, an employee may never allow himself/herself to be in the bathroom or the locker room with only one (1) student. Employees are required, when using either room, to leave the room as soon as practicable if a single student enters while the employee is present.

4. During the evening hours (after sunset) there must be two (2) students or employees (preferably employees), when taking trash to the dumpster.

5. The fraternization by employees with students is frowned upon and discouraged.

6. No employee may socialize or have contact with a minor aged student while off USTC premises (other than at a USTC-sponsored function) without the express permission of the employee’s supervisor and the written permission of the student’s parent or guardian. For purposes of this policy, “socialize” or “contact” includes communication by phone, by email, by text message, by instant message, through social networking sites, face-to-face, or by any other means. The only exception to this policy is if the communication with the minor includes the parent or guardian as a party to the communication.

DATING

Consensual dating between employees 18 years of age or older is strongly discouraged. Dating by or of employees under the age of 18 is prohibited, as is sexual contact of any kind with an employee under age 18.

Any dating between employees 18 years of age or older that, in USTC’s sole discretion, interferes with or negatively impacts USTC in any way will subject the involved employees to discipline, up to and including termination.

Dating by employees with students under the age of 18 is strictly prohibited, as is sexual contact of any kind with any student under the age 18. Consensual dating between employees 18 years of age or older and students 18 years of age or older is strongly discouraged.

Any dating between employees 18 years of age or older and students 18 years of age or older that, in USTC’s sole discretion, interferes with or negatively impacts USTC in any way will subject the involved employees to discipline, up to and including termination.

TEXT MESSAGING

Text messaging is prohibited as a communication method in the following instances: 1. By and between managers and employees pertaining to business or otherwise; 2. For business-related communications between employees (email should be used instead); 3. For business-related communications made while a vehicle is in motion. This prohibition includes the time waiting for a traffic signal to change.

**Understanding How Students & Parents Can Help Promote Safety**

1. Staff, students, and parents must all be vigilant guardians of students that train at USTC.
2. If a situation is cause for concern, reporting that concern so that it can be investigated will assist to ensure student safety and allow us to review whether policies have been violated.