

Code of Conduct

**FOR AUTHORIZED SCOLIO-PILATES PRACTITIONERS
AND INDEPENDENT CONTRACTORS**



OUR CODE



YOUR SCOLIO-PILATES® PRACTITIONER CODE OF CONDUCT

Hello, Authorized Scolio-Pilates® Practitioner!

You are part of a growing group of movement specialists that have joined together to help our clients and patients who live with scoliosis. Those living with scoliosis are an underserved population of individuals. They are frequently told that there is nothing that can be done to help their movement, function, or pain levels. Fortunately, we know better!

WHY WE HAVE A CODE

Why is Scolio-Pilates® becoming a well-known and sought-after exercised-based movement program worldwide? It is not just our exercises and our products, but it's **YOU!** It's the work we do; how we service and interact with our clients and patients; and the integrity in all our actions, whether in the studio or out in public, that is what makes Scolio-Pilates a worldwide success. Ingrained in our culture, integrity inspires our work and strengthens our reputation as a group of Practitioners that helps those with scoliosis create extraordinary changes to improve their lives. Integrity is the essential ingredient to our collective success in delivering results to our clients and patients.

Sometimes you might face a situation in the studio or in public where the right thing to do is not apparent. That is where our Code of Conduct can help guide you. This Code is your guide to preserving our collective reputation as Scolio-Pilates Practitioners. While the Code cannot answer every question, it can show you where to go for guidance when the answer is unclear.



This Code of Conduct will be reviewed annually and updated if required -- Please feel free to provide feedback and editorial comments to this document through the Scolio-Pilates management team.

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OUR MISSION

The Scolio-Pilates® mission is to help people living with scoliosis improve their quality of life to the best of their abilities through a scoliosis-specific exercise called “Scolio-Pilates.”

IN A NUTSHELL

There are things that you signed already as a Scolio-Pilates Practitioner when you completed Module 3, The Scolio-Pilates Mentorship program. There are also a few new things. There are some key components here for you, with more detail in the following document.

WHAT YOU ALREADY SIGNED

When you became an Authorized Scolio-Pilates Practitioner you signed a Memorandum of Agreement (included in this document) that requires you to:

- Teach Scolio-Pilates to the best of your ability to those who come to you for help with scoliosis --- We are grateful for your dedication and your help to those in your community and wherever your travels may take you.
- Volunteer 10 hours of your time each year to someone with scoliosis needing your help that could otherwise not afford the monetary exchange required to see you.



You are authorized to teach Scolio-Pilates® exercises to your clients and patients, allowed the use Scolio-Pilates® registered trademark in your marketing material and studio, and teach informational/awareness-based workshops not to exceed 90-minutes in length.

You are not authorized to use Scolio-Pilates® intellectual property in your personal written work without proper intellectual property crediting or teach other instructors and professionals the Scolio-Pilates exercises. You may not use any material from the Scolio-Pilates module handouts, videos, or slideshow presentations-- If you are chosen to be an Authorized Scolio-Pilates® Master Instructor and complete the Scolio-Pilates Teacher-Training program, then these doors will open for you to teach other professionals and instructors!

NEW ADDITIONS TO THE MEMORANDUM OF AGREEMENT

Why the additions: Pilates Teck, Inc. and the Scolio-Pilates management team want to clarify what it means to be in “Good-Standing” as an Authorized Practitioner and what areas you, as an Authorized Practitioner, need to be aware of that could put your membership in this elite group at risk. Technology is a powerful tool to market and get information quickly and efficiently to our customer base. But it is also a tool that can be used to destroy reputations or create confusion in our industry. Therefore, the following guidelines are for you to take to heart when working with clients, patients, technology and social media applications.

1. You will use technology and social media responsibly to promote a positive view of scoliosis and the possibilities that surround scoliosis.
2. If you intentionally or unintentionally post something that is inappropriate for scoliosis; doesn't credit the original author; or may mislead your audience, you will be asked to correct it before you can re-post it. This may happen at the beginning of your Scolio-Pilates practice. It's not a problem if it is corrected and posted correctly. --- *Remember that we want to get accurate information out to our clients and future clients and credit those authors and inventors who we have built our work upon to avoid any confusion.*
3. **Bullying:** You will not bully either through the use social media or disparage other types of scoliosis treatments or exercises, whether in-person or online. No bullying or disparaging remarks about other scoliosis schools, exercises, or of any kind, including disparaging your own family members, friends, or clients, are allowed --- whether in-person, online, or in social media. *If the management team becomes aware of this type of behavior, you will have an opportunity to explain your actions to the management team. Then, the management team will determine if corrective actions are needed or if your immediate expulsion as an Authorized Scolio-Pilates® Practitioner is warranted. --- Remember, as an Authorized Practitioner, you are representing Scolio-Pilates®, and we have very high standards for social media behavior and treatment of our family, friends, and clients.*
4. **Client/Customer Complaints.** This is extremely rare. However, when we receive a complaint about your work with a scoliosis client, we will let you know and help you remediate the problem either through additional training, mentoring, and/or consultation. *If the complaints continue, the management team will determine if expulsion as an Authorized Scolio-Pilates® Practitioner is warranted.* However, we will work with you to correct any complaints, and we will do everything we can to help you along in your journey as an Authorized Practitioner. – *Remember, being an Authorized Scolio-Pilates® Practitioner is a journey --- it is not something that we learn in one day.* Again, complaints are extremely rare.

5. **Accolades!** When we receive emails from your clients about your amazing work, which happens often, we will send those emails along to you with solid congratulations and gratitude. --- **when you succeed, we all succeed!**

MESSAGE FROM OUR FOUNDER

You were accepted to the elite group of Authorized Scolio-Pilates® Practitioners because we felt you would represent Scolio-Pilates in the larger global community in the way that Scolio-Pilates has always strived to be seen: ethically, with integrity and concern for those with scoliosis, and others around the world, companies or individuals, who strive to do the same as Scolio-Pilates®. We work hard and make decisions every day to provide quality services that will enhance the lives of those living with scoliosis in our community, our country, and all over the world.

Doing things ethically and with integrity is not an option as an Authorized Scolio-Pilates Practitioner – it's required. Being a Practitioner in good standing means making a commitment to uphold our community's values and following the Code of conduct outlined in this document.

Thank you for upholding our values and helping us to welcome those with scoliosis and to be a part of the growing community of those scoliosis-specific exercise schools around the world helping those with scoliosis.

Scolio-P
ELONGATE. BREATHE



Karena Thek, Founder of Scolio-Pilates®

THE LEADERSHIP TEAM

The management team is here to serve you and help you on your Scolio-Pilates® Authorized Practitioner journey. Start with Karena and John, but please contact anyone on the team with any questions, concerns, or comments relating to this Code of Conduct or Scolio-Pilates, in general.

- Karena Thek: karena@osteopilates.com
- John Herbert: john@osteopilates.com
- Suzanne Koucheravy: skoucheravy56@gmail.com
- Julie Selwood: selwoodjulie6@gmail.com
- Helen New: helen@precisionpilateswindsor.com.au
- Hang Jin Kim: drkimhangjin@gmail.com
- Tirta Hidajat: tirta.hidajat@gmail.com
- Sansan The: sansanthe@gmail.com



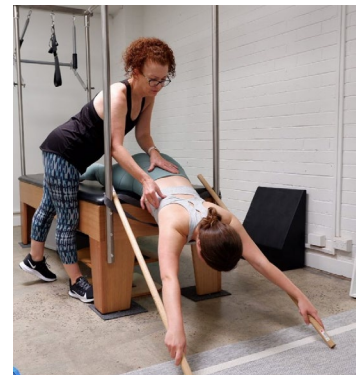
Karena Thek and John Herbert



Suzanne Koucheravy



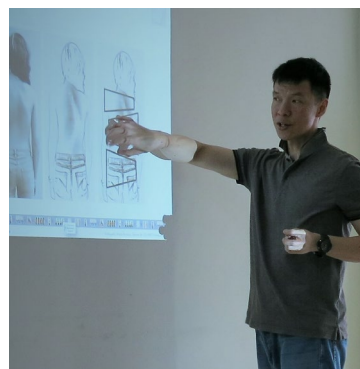
Julie Selwood



Helen New



Hang Jin Kim



Tirta Hidajat



Sansan The

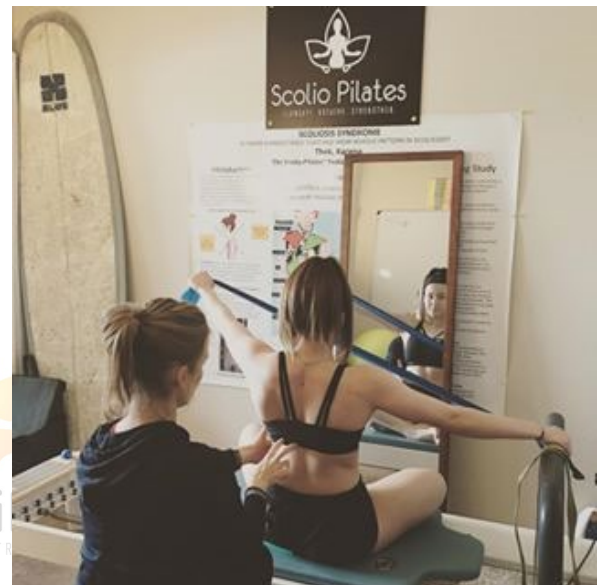
INTRODUCTION

This Conduct of Conduct applies to:

- All Authorized Scolio-Pilates® Practitioners
- All independent contractors of Pilates Teck, Inc. who create Scolio-Pilates® products, online content, and other work

ETHICAL PRINCIPLES AND CORE VALUES

- *Honesty*
- *Integrity*
- *Trustworthiness*
- *Courage*
- *Respect for others*
- *Responsibility*
- *Accountability*
- *Obedience to the law*
- *Empathy*
- *Teamwork*
- *Commitment to the Code*



DECISION MAKING AND THE CODE OF CONDUCT

In general, you can ask yourself the following questions when acting on behalf of Scolio-Pilates®:

- *Is it legal?*
- *Does it comply with the Code?*
- *Does it reflect Scolio-Pilates® values and ethics?*
- *Does it respect the rights of others?*
- *If you are unsure about any of the answers or have questions --- ask the management team.*

REPORTING/SPEAKING UP

Pilates Teck, Inc. and Scolio-Pilates® Management Team encourage all Authorized Practitioners and Independent Contractors to ask questions and raise issues without fear --- *the management team is committed to treating reports seriously and investigating them thoroughly.*

Please report suspected unethical, illegal or suspicious behavior immediately. Scolio-Pilates® does not tolerate retaliation against anyone who makes a good faith report of suspected misconduct or otherwise assists with an investigation or audit.

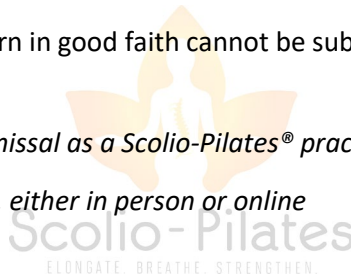
To report a concern:

- Talk to Scolio-Pilates founder, Karena Thek or Scolio-Pilates Vice President, John Herbert.
- Call Karena at 661.755.5511 or John at 571.331.6347
- Email Karena at karena@osteopilates.com or John at john@osteopilates.com

NO RETALIATION

Practitioners who report a concern in good faith cannot be subjected to any adverse action including:

- *Unfair suspension or dismissal as a Scolio-Pilates® practitioner.*
- *Bullying and harassment, either in person or online*
- *Exclusionary behavior*
- *Any other behavior that singles out the person unfairly*



EQUAL OPPORTUNITY

Pilates Teck, Inc. and Scolio-Pilates® will not tolerate discrimination based on race, color, religion, gender, age, national origin, sexual orientation, marital status, disability or any other protected class.

HARASSMENT AND BULLYING

Treat all fellow Practitioners, clients, and all others working in the field of scoliosis care and management with dignity and respect at all times!

Harassment can include actions, language, written words or objects that create an intimidating or hostile environment, such as:

- *Yelling at or humiliating someone*

- *Physical violence or intimidation*
- *Unwanted sexual advances, invitations, or comments*
- *Visual displays such as derogatory or sexually-oriented pictures or gestures*
- *Physical conduct, including assault or unwanted touching*
- *Threats or demands to submit to sexual requests as a condition of treatment, employment, or to avoid negative consequences*

Bullying can include:

- *Spreading malicious rumor(s) or gossip*
- ***Using social media to disparage another professional, profession, exercise, Practitioners, or any individual or group of individuals***
- *Excluding or isolating someone socially*
- *Withholding necessary information or purposefully giving the wrong information*
- *Intimidating someone*
- *Impeding someone's profession*
- *Sending offensive jokes or emails*
- *Criticizing or belittling someone constantly*



CONFIDENTIALITY

As an Authorized Scolio-Pilates® Practitioner you have been given knowledge and tools to help clients and patients with scoliosis. You have dedicated an enormous amount of time and resources towards your education and skills to develop the knowledge to work with scoliosis clients and patients. While we want you to share this skill, you are not authorized to perform specific tasks:

- *Sharing Scolio-Pilates techniques with other professionals --- Please refer interested clients, professionals, and instructors to the Scolio-Pilates courses taught by our Master Instructors.*
- *Using client pictures and information you have learned in your Scolio-Pilates training courses --- These pictures and information are exclusively for training purposes. They are not to be shared with your students/clients/or other professionals.*
- *Sharing Scolio-Pilates product pricing information --- You receive wholesale discounts regardless of the quantity you purchase. You are authorized to sell these products to*

your clients and patients at retail price plus any shipping cost you incurred. You are not permitted to sell Scolio-Pilates products at your wholesale price.

ENVIRONMENT

Pilates Teck, Inc. and Scolio-Pilates® strive to operate in an environmentally responsible manner, from the provision of products and services to the selection of suppliers. In 2023, we will be rolling out products that are more sustainable and environmentally friendly. In this effort, we would greatly appreciate your input to help us with suggestions that could be more environmentally friendly. Please help us with this effort. We are open and ready for your advice and feedback.

USE OF SOCIAL MEDIA

Pilates Teck, Inc. and Scolio-Pilates® respect the right of all Practitioners and contractors to use social media for personal and professional purposes. But there are risks associated with its use.

Authorized Practitioners and independent contractors are responsible for complying with Scolio-Pilates® Policies outlined in this Code and the Memorandum of Agreement when communicating on social media. Practitioners and contractors are accountable for any information they publish online.

Practitioners are required to:



- Reveal their relationship with Scolio-Pilates when commenting online on issues related to Scolio-Pilates®.
- If you post an exercise you learned from Scolio-Pilates, you must credit Scolio-Pilates by writing: Exercise learned from my education experiences with **Scolio_Pilates**.
- Respect the privacy of other Practitioners, contractors, and clients and refrain from publishing photos of them without their written consent --- *Please refer to your Mentorship manual, "Example Release Letter," for an example of written consent to use client's/patient's photos.*
- Ensure any information you post to your website, social media, etc., related to Scolio-Pilates is accurate --- *When in doubt, ask the leadership team.*
- Comply with the rules of the social media sites that you use
- Use social media responsibly to promote a positive view of Scolio-Pilates®, scoliosis and the possibilities that surround scoliosis.

Practitioners must not:

- “Pretext,” or pretend to be someone they are not in online media
- Speak on behalf, present an opinion of Scolio-Pilates® if they are not expressly authorized to do so
- Share confidential information about Pilates Teck, Inc., Scolio-Pilates®, its clients, or other Practitioners and Contractors
- Post comments, videos, or pictures that could harm the Scolio-Pilates® brand, reputation, or commercial interests
- **Bullying:** You will not use social media to bully or disparage other Scoliosis programs, practitioners, treatments, or exercises. No bullying or disparaging remarks about other scoliosis schools, exercises, or any kind, including disparaging your own family members or friends, will be tolerated online, or on social media.
- Share information that is not their own intellectual property, under the pretense that it is their own, i.e. *plagiarism*.

PLAGIARISM

Plagiarism of Scolio-Pilates® content or the content of another’s intellectual property will not be tolerated and *will result a consultation hearing with the Scolio-Pilates® management team to decide if immediate expulsion is warranted.*



CHARITABLE INVOLVEMENT

All authorized practitioners of Scolio-Pilates are required to volunteer 10 hours a year to the scoliosis cause. This could take many forms, such as:

- Volunteering for 10 hours with a client who could not otherwise afford your services; or
- Putting up an informational booth at a local health fair.

CORPORATE SOCIAL RESPONSIBILITY

Scolio-Pilates® understands that corporate social responsibility extends to our entire supply chain. This encompasses not only the products and services supplied but also the human rights, ethics, and social practices of our company and its suppliers.

One goal of the corporate social responsibility procurement program is to build partnerships with like-minded organizations by actively seeking out business partners who are the most environmentally and workforce friendly.

Scolio-Pilates encourages and supports involvement in the local community that has supported this program. This includes supporting local businesses and talent by, for example, sourcing local products and services, where appropriate, and showcasing the work of local artists online or, whenever possible, in person.

WHAT YOU SIGNED WHEN YOU BECAME AN AUTHORIZED SCOLIO-PILATES PRACTITIONER.

Here is a link to the document you already signed when becoming a Scolio-Pilates Practitioner.

CODE OF CONDUCT ACKNOWLEDGEMENT

By signing the Scolio-Pilates® Code of Conduct, you acknowledge that:

- *You have read the entire Code of Conduct and understand your responsibilities.*
- *You have had the opportunity to ask questions to clarify any unclear aspects of the Code.*
- *You agree to abide by Code's principles and policies.*
- *You agree to report to the management team any violations of the Code.*

