

# CLUB RULES

## GENERAL RULES

Members and students are forbidden to play on equipment at any time without instructor's permission. Students who fail to carry out the instructions of any instructor, will be given the opportunity to explain their reasons for failing to do so. If the reason is simply disobedience, then they will be asked to sit out for the remainder of the session. Students will be told when to get a drink or to take a break. They must not do so unless directed by an instructor. Students are not permitted to eat whilst training. Students must ask to go to the toilet. They are not permitted to walk away from training without first asking the permission of the instructor in charge. Students are always expected to show respect for their surroundings and others.

The school manager / instructor reserve the right to exclude a student from the school should his/her behaviour prove to be disruptive or offensive to other members. Wilful damage to the school's equipment or building will be charged to the members, parents/guardian. Bullying will not be tolerated in any circumstances and permanent exclusion is the likely outcome for a persistent offender.

## CLOTHING, PERSONAL APPEARANCE & HYGIENE

Members can only train if they are suitably dressed and therefore members and parents are required to adhere to our dress code which is full SKMA Uniform. If any circumstances that you did not bring a uniform, please inform an instructor in advance. Beginners or newly joined members can wear any tracksuit bottom and t-shirt until purchasing a uniform. **Do not wear any other martial arts uniform at training unless the instructor agrees.**

In a Dojang (Gym), personal Hygiene is very important! No one wants to train with unhygienic person. Make sure that you have proper hygiene before coming on the mats. Make sure that you keep your fingernails and toenails trim and neat all time. **Smell nice** – There is nothing worse than having to train with someone that has bad body odour. Do your partner a favour and make you are not smelling bad.

It is essential to remember that jewellery is not permitted to be worn at any time unless it is unable to be removed, in which case it must be taped and covered sufficiently to eliminate any risk. With regards to medical/religious jewellery, some concessions can be made within the bounds of reasonable safety and should be discussed with the instructor. On safety grounds, no member is permitted to participate in class whilst wearing necklaces, be they religious or other.

If an instructor identifies a significant risk to the members or students, instructors or others, which cannot be controlled satisfactorily, then within the bounds reasonable safety, the member will not be allowed to participate. Legitimate health and safety concerns which contraindicate participation, will supersede any other considerations, be they religious, medical or other.

Failure to conform will prohibit the participation on the grounds of reasonable safety and may render the member's insurance invalid should an accident result directly from non-compliance.

**The News and Updates section on our website [www.skma.co.uk](http://www.skma.co.uk) and the notice boards in our Worcester Park Centre provide information for closures, results, reminders and other useful club news. Please be sure to check them regularly.**

## FEES

All of our members, regardless of how many sessions they attend, must be licensed and insured for their training activities. We provide with the public liability and personal accident insurance cover. An annual insurance fee £30.00 is therefore payable on joining and renewable every year.

The Monthly Fees are payable by Direct debits,

We strongly recommend the Direct Debit payment for all our members. If you still wish to pay the fees by manually (cash, cheque, bank transfer or standing order), there will be an extra charge £5.00 each month. Where fees are more than 7days late, a penalty charge of £10.00 will be incurred.

There will be an option for paying fees for one year in advance with discount.

### Holiday & Missing the classes

If you would go on Holiday or miss classes for any reasons for more than 2 weeks, you need to inform the school by email or writing in advance. Then, your fee will be credited toward the following month. Notice or Information given after missing classes cannot be refunded or credited. **Summer or Christmas & New Year holiday period**, the school can be closed for about 1 week and fees would not be refunded or credited.

### Making up for the missing classes

We do not offer make-up for missing classes unless the classes have been canceled by an instructor / school or agreed by an instructor.

### 2019 Fee (GBP)

	Children	Adult
<b>Annual Insurance / License</b>	30.00	30.00
<b>Monthly Tuition Fee</b>		
One class a week	38.00	40.00
Two classes a week	57.00	60.00
Three classes a week	67.00	70.00
Gumdo_Swordsmanship (Non SKMA Members)	40.00	43.00
Gumdo_Swordsmanship (SKMA Members)	30.00	33.00

### Family member discount

From the second member of family joined, you get £5.00 discount on his/her monthly fee.

For annual insurance fee,

One or two members: £30.00, three members or more: £50.00.

### Membership Termination.

Please give a minimum of 1 month notice before the end of the month for termination of place for administration reasons. Giving less than a month notice before the end of a month will result in being charged for the following month. Simply not turning up will result in being charged as well. Annual insurance fee is not refundable.