

SM Contreras' Martial Arts Academy Center & Activities Policies

- 1) We encourage our students to make healthy choices & ask for your assistance. Do not smoke or drink alcoholic beverages in the center or on the premises. This includes vaping & any other "electronic cigarettes."
- 2) Use or possession of illegal substances will be immediately reported to the police.
- 3) The center is a place for positive actions & communication. If you have concerns or problems, including testing and/or tournament results...talk ONLY with Sr. Master or Mrs. Contreras at the appropriate time & place. Negative comments & gossip are destructive & may be cause for membership cancellation.
- 4) Parents & /or guardians are to remove loud, crying, and/or unruly children from the school.
- 5) No weapons of any kind are allowed within SM Contreras' Martial Arts Academy's premises or at any associated event. Firearms are not permitted within SM Contreras' Martial Arts building. All firearms must be secured within personal vehicles & are the sole responsibility of the owner.
- 6) Do not wave, signal, tap on the windows, or otherwise try to communicate with anyone in the class. Do not open doors to the workout floor.
- 7) Do not go on the workout floor when not in uniform, unless given permission by Instructor.
- 8) Be on time for class. Students who do not drive should be picked up within 10 minutes of the end of class.
- 9) Do not interrupt the Instructor once class has begun.
- 10) Keep the noise level low in the lobby.
- 11) Do not cheer, boo, applaud, or make other gestures of approval or disapproval while class is in session.
- 12) Students & Instructors agree that while enrolled at SM Contreras' Martial Arts Academy, they will not train or participate in any other martial arts program(s) without Sr. Master Contreras' knowledge & permission.
- 13) The SM Contreras' Martial Arts Academy owners, management & staff reserve the right to refuse entry into or to require exit from the school at any time a student, parent, guardian or visitor who violates specifically posted or generally understood policies while on school premises.
- 14) Do not eat on the workout floor. Drinks appropriate for fluid replacement during strenuous activity are permissible in non-glass containers with spill-proof (screw-on) lids. "Pop off" lids are not permitted on the workout floor.
- 15) Do not stand or sit in the doorways.
- 16) Do not leave small children (non-students) in center unattended. Parents & /or guardians are responsible for children's behavior, actions, & safety.
- 17) Do not sign other students into class.
- 18) SM Contreras' Martial Arts Academy is not responsible for lost or stolen items.
- 19) Clothing, uniforms, & personal hygiene sufficient to preserve modesty, health & safety are required at all times. Sr. Master Contreras reserves the right to determine these standards. No jewelry of any kind except wedding bands is allowed while in uniform.
- 20) Proper language & etiquette is to be observed at all times. No loud, slanderous, discriminatory, or foul language will be allowed.
- 21) The facility may be closed for testing, tournaments, summer camps, conventions & for other special activities requiring the instructors' attendance. School closure for events will not be cause for monthly tuition reduction.
- 22) Class size - our goal is to have similar instructor/student ratio as most academic classrooms: 30 students per instructor. Normally, the ratio is much less. As class size grows, instructors may be added but are not required.
- 23) Anyone diagnosed or exhibiting symptoms of communicable illness are not to enter the building. Ill siblings must remain in a family member's automobile.
- 24) Students & family members will comply with all items listed in agreement of release.
- 25) Children should not be left more than 10 minutes before class & must be picked up within 10 minutes of the end of class. Instructors will not be responsible for children after class. Students who are more than 10 minutes late for class should attend class another day.
- 26) Parents & students must obtain any required safety & training materials to aid learning, promote hygiene & safety. There are additional costs for Taekwondo & Jiu-Jitsu Rank Testings, tournaments, special events, equipment & learning materials.
- 27) Students are expected to conduct themselves according to tenets of Taekwondo & demonstrate the qualities of a martial artist. This expectation extends to behavior outside of the Taekwondo academy.
- 28) Policies may be revised or rescinded at any time as deemed appropriate by SM Contreras' Martial Arts Academy.
- 29) Only students listed as members in any of our programs have membership privileges. Parents, relatives & friends are not considered members but will be allowed to enter the school on the condition they are not disruptive to the students' learning or the routine business operation of SM Contreras' Martial Arts Academy.
- 30) Students & parents must additionally abide by all policies contained in SM Contreras' Martial Arts Academy student & instructor manuals & any school operational manual & policies posted in school.
- 31) The selling of any SM Contreras' Martial Arts Academy supplies, gear, uniforms or any other martial arts equipment to other members is not allowed. Second-hand or otherwise used gear is a violation of insurance requirements.
- 32) There is a \$25 fee for checks returned for any reason. Anyone who has had multiple returned checks may have check writing privileges rescinded by the business office.

The policies listed above apply to all students, instructors, family members, & guests at or during any associated events of SM Contreras' Martial Arts Academy. Failure to follow policies may result in the suspension of privileges, removal from programs or functions, & /or membership cancellation as determined by SM Contreras' Martial Arts Academy staff & management.