

# Academy Policies

**Make training more efficient, successful, enjoyable, and safe!  
Abide by all policies in the true spirit of Taekwondo**

1. The Taekwondo Plus (TKD Plus) Academy is a place for positive actions and communication. If you have concerns or problems, including testing and/or tournament results...talk ONLY with the instructor at the appropriate time and place. Negative comments and gossip are destructive and may be cause for membership cancelation.
2. This is a drug-free environment. Do not smoke or drink alcoholic beverages in the academy or in front of the premises. Use or possession of illegal substances will be immediately reported to the police.
3. Students (members) and Instructors agree that while enrolled at TKD Plus, they will not train or participate in any other martial arts program(s) without approval from a TKD Plus Instructor.
4. The TKD Plus management and staff reserve the right to refuse entry into or require exit from the academy at any time, any member, parent, guardian, or visitor who violates specifically posted or generally understood policies while on academy premises.
5. Do not bring food into the academy or eat on the workout floor. Water is permissible for fluid replacement during lessons, in non-breakable containers.
6. Do not stand or sit in the doorway or block the front sales counter.
7. To enter the workout area, you must be in uniform (unless given permission by an instructor).
8. Be on time:
  - Children should arrive no more than ten minutes before the lesson; and should promptly be picked up when the lesson is over. TKD Plus and TKD Plus Instructors are not responsible for children when lessons are over.
  - Students who are more than ten minutes late for any lessons may not be able to participate.
  - Keep sick children home.
9. Once lessons have begun, do not interrupt the Instructor or try to signal and communicate with anyone on the workout floor.
10. Keep noise level low in the lobby. Do not cheer, boo, applaud, or make other gestures of approval or disapproval while lessons are in session.
11. No soliciting or badgering of other members or parents will be allowed.
12. Parents are to remove loud, crying, and/or unruly children from the academy.
13. Do not leave children in academy unattended.
14. The academy phone is not for personal business. If use of the phone is essential, ask permission and limit call to 30 seconds or less.
15. Handle ONLY your training card.
16. TKD Plus and TKD Plus Instructors are not responsible for lost or stolen items.
17. No weapons of any kind are allowed on TKD Plus premises or at any associated event.
18. Clothing, uniforms, and personal hygiene sufficient to preserve modesty, health and safety is required at all times. The instructor reserves the right to determine these standards. No jewelry of any kind, except wedding bands, is allowed while in uniform.
19. Proper language and etiquette is to be observed at all times. No slanderous, discriminatory, or foul language will be allowed.
20. The facility may be closed for testings, tournaments, camps, conventions and for other Taekwondo special activities that instructors are required to attend. Academy closure for events will not be cause for monthly dues reduction.

21. Our goal is to have a similar instructor/student ratio as most academic classrooms-30 students per instructor. Normally the ratio is less. As class size grows, instructors may be added but not required.
22. Members and parents understand and agree to comply with all items listed in agreement of release.
23. Policies apply to members, parents, guardians, relatives and visitors during ALL TKD Plus and/or associated events.
24. Parents and members must obtain all safety and training materials to aid learning and to promote hygiene and safety. There are additional costs for testings, tournaments, special events, equipment, and learning materials.
25. Members must conduct themselves according to the Tenets of Taekwondo and must demonstrate the qualities of an artist.
26. Only students listed as members in Taekwondo lessons have membership privileges. Parents, relatives, and friends are not considered members but will be allowed to enter the academy on the occasion they are not disruptive to the students learning or the routine business operation of TKD Plus. Members, parents, relatives, and friends must observe all TKD Plus and ITA policies.
27. No selling of Taekwondo supplies, uniforms or any other martial arts equipment to other members is allowed.
28. Violations of any TKD Plus policy by a member, member's guest or persons in the family, will be determined solely by TKD management. Termination of membership privileges will be effected in the best interests of the academy and its members, as outlined in the ITA Student Manual.
29. Policies may be revised or rescinded at any time as deemed appropriate TKD Plus.