

*Leicester University
Tae Kwon Do
Club
Club Rules*

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MEMBERSHIP & INSURANCE

- All persons wanting to take part in any club activity must be a member of the club. They must have filled in a membership form provided by the sports association and paid the membership fee.
- All members must have a valid University Sportscard. This is compulsory. Without this the member does not have basic insurance and is not entitled to use the University facilities.
- All members above the level of yellow tag should have a license and insurance. This is because the Sportscard insurance does not cover claims between members taking part in a martial art.
- The Instructor(s) and Captain have the right to refuse membership to the club, or eject any member from the club who does not abide by the club rules or behaves in an unruly manner.
- All members must pay the term fees when due if they want to continue training. These must be paid to the club treasurer, or if they are not available then to another member of the committee.

DISCIPLINE

- Any member who by his/her actions or behaviour puts others at risk, or brings the club into disrepute, may, at the discretion of the Instructor or Captain and committee, be temporarily suspended or expelled from the club.
- The instructions of the instructor (or senior member leading the class) should be followed at all times and carried out with enthusiasm and to the best of the individual's ability.

COMMITTEE RESPONSIBILITIES

•It is the responsibility of the Club Captain to ensure the smooth running of the club, duties include:

- Responding to and sending emails
- Checking the club pigeon hole
- Keeping the notice board up to date
- Attend captains meetings
- Ensuring the safety of the clubs members
- Must ensure the maintenance and safety of all equipment used
- Organising grading dates and who will grade along with the club coaches
- Organize competitions and transportation
- Ascertain what insurance cover is in place
- Associate and graduate members join at the discretion of the club captain
- Ensure all members have sports cards and club membership
- Ensuring the correct use of the university logo
- Ordering and supplying club clothing
- Ordering safety equipment for members

•It is the responsibility of the Club Treasurer to ensure fees are paid and keep a record of who has paid what. Apply for grand funding and ensure payment to club coaches etc. compile the club budget and keep an up to date record of club income and expenditure. If the captain is not present at a session for any reason it is the responsibility of the treasurer to undertake the captains duties for that time.

•It is the responsibility of the Club Secretary to assist the Captain with the running of the club any way they are asked. They are responsible for taking the minutes at committee meetings and getting copies of minutes and agendas to members.

•It is the responsibility of the Club Social Secretary to arrange the social events of the club and assist with the running of the club in any way they can.

DOJANG ETIQUETTE

- Members must strive to be punctual to ensure the smooth running of training sessions.
- All members must bow to the instructor, or where the instructor would be standing if they were not present, when entering and leaving the training venue.
- All members must line up quickly and orderly at the commencement of the session. Students should line up according to rank, starting with the highest rank at the front right hand side. The number of students per line will depend on the size of the Dojang or class. Those in proper uniform outrank students without complete uniforms. It is expected that students will move along the line to accommodate higher-ranking students.
- No member may join or leave the session without the permission of the instructor.
- No smoking or chewing gum inside the Dojang.
- Students should never leave class for a break, water or early dismissal without permission.
- If a student arrives late to the class or re-enters after leaving the Dojang for any reason they should bow and wait for the instructor to allow them to enter. This is not only good manners, but it is also for safety reasons.
- Never be disrespectful to the instructor, if a student disagrees with the instructor then this should be discussed after the session.
- Never lean on walls or lay spread out on the floor unless while exercising.
- If a student needs to adjust their clothing whilst standing in line they must turn ninety degrees to the right before doing so.
- The instructor's commands must be obeyed at all times in respect to martial art training.
- When addressing the instructor students must refer to them as Sir, Ma'am, Mr or Ms followed by their surname.

- Any student who is late for a class must get the instructor's permission and bow to the instructor before joining the class. Penalty exercises may be awarded at the instructor's discretion.
- No horseplay or disruptive acts allowed prior to or during training.
- Students should behave in a disciplined manner.
- When students are commanded to turn round in line work they should kihap.
- Any time the instructor (or senior member leading the class) gives an instruction the class must carry out that instruction with enthusiasm and replying "yes sir/ma'am".
- No jewellery may be worn during the training session for health and safety reasons. This includes all studs, watches, necklaces, rings etc.

BEHAVIOUR OUTSIDE THE CLUB

- Students' conduct outside the dojang reflects on our club, the University and our art and must be acceptable to the instructor.
- No student associated with the club is allowed to inflict injury on any person unless in the form of self-defence or in defence of another.

WARM UPS & STRETCHING

- The warm up is an important part of the training session and should be taken seriously. Due to the nature of the activity it is vital in order to reduce the risk of injury.
- Anyone arriving late must warm up on their own before taking part. Note press-ups will be awarded for a late arrival. The number given is at the discretion of the instructor, who will take into account the grade and ability of the student.
- The nature of the stretching that the club will undertake often puts a lot of strain on the body, particularly the legs and therefore should be taken seriously. All students must follow the instructor's directions carefully to avoid injuring him/herself or another member.
- The instructor may ask another member of the class to take the warm up session for them; this allows senior members of the team to experience instruction, which is necessary to obtain the level of black belt.
- If the instructor is not present for any reason (lateness, absence etc) it is up to the club captain to decide who will start/take the session.

CLOTHING

- Members must ensure that their suits are clean and presentable for each training session.
- Toenails and fingernails should be kept short.
- No jewellery or watches may be worn during club sessions.
- Suits should be white unless the member is a black belt, in which case they may wear a white suit with black trim.
- The instructor(s) may wear a black suit to distinguish them from the class.
- Suits should have the club badge on; these can be purchased from the club captain.
- Club t-shirts and hoodies should be worn to all events where the member is representing the club; these can be purchased from the club captain.

INJURIES

- No one may train whilst ill or incapacitated without prior consultation with the instructor.
- Any member who has an injury or medical condition which may affect their ability to do certain exercises must let the instructor know before the start of the session.
- Any accidents or injuries must be reported immediately to the instructor and/or a committee member.
- Any member who begins to feel unwell during a session and needs to take a break or feels that they cannot continue with the session must tell the instructor before sitting down or leaving the hall.
- There is a club first aid kit at each training site.

SPARRING

- Free sparring is expressly forbidden unless permitted by the instructor and will be practiced under strict control. Note: **We are a semi-contact club.**
- The instructor or a senior member must supervise all sparring and their commands must be obeyed.
- Contact is allowed only when permitted by the instructor and **should be kept to a minimum at all times** to avoid injury.
- Members must bear in mind that sparring can be dangerous and must **exercise control** when executing attacks and blocks.
- When sparring, protection must be used on the head, hands and feet of all those taking part. Groin guards, gum shields and shin pads are highly recommended. Members must ensure that their training equipment is in good condition. Protective items can be purchased from the club captain.
- Slow, controlled, non-contact sparring may be exercised by those who have yet to get protective items or have forgotten them.
- A student must never lose their temper whilst sparring.
- If instructed to calm down during sparring more than once, members can be asked to sit out for the rest of the sparring session by the captain and/or instructor(s). This is in the interest of safety for all those involved.

BREAKING

- The instructor or a senior member must supervise all breaking; all instructions must be followed carefully.
- Members below yellow tag are not permitted to break.
- Mats must be put on the floor, beneath the legs of the breaking holder and anywhere the board is likely to fall, in order to protect the floor.