



WELCOME TO KARATE INTERNATIONAL OF LEWISVILLE

We're proud to have you as a part of our family. Below is key information to help you understand how we operate our dojo (school). Please read through these pages carefully and never hesitate to ask questions. We're here to help you and/or your child progress in martial arts, gain confidence, and improve in other areas of your lives and especially to have fun.

OUR MISSION

To better the lives of our students via committed leadership and expert instruction, empowering them to make better life decisions and defend themselves if necessary.

SAFETY

Safety is of key concern to us. Please follow the rules listed below, as well as following good common sense when in the dojo.

- No unsupervised sparring.
- No unsupervised grappling practice.
- No unsupervised breaking.
- All students are required to wear headgear, mouth protector, padded hands and padded feet when sparring. Anyone under the age of 18 is further required to wear a rib/chest protector
- Judo rolls and falls are to be practiced on blue mats up to the rank of green belt. After green belt, the black mats on the floor are sufficient protection.
- Students are only allowed to spar with Black Belts before the rank of orange belt.
- No gum, food, drink, jewelry, hats, etc. allowed on the dojo floor
- No shoes are allowed on the training floor, unless special permission is given. Instructors are allowed to wear shoes on the training floor.

RESPECT

Respect is a key value of the martial arts. When we respect others, we earn respect for ourselves.

- All Black Belts will be addressed as Mr. or Ms. regardless of age or school affiliation. The master instructor is to be addressed as Master [last name] and Shihan as Shihan [last name].
 - Master Instructors wear a red and white belt (currently Masters Thomas and Fischer).
Shihan is the designated leader of the dojo (currently Shihan Gallagher).
- All students in or out of class address instructors as sir or ma'am.
- We treat all students with respect and kindness, including parents of students. If a problem arises between students or instructors, it is to be brought before the Head Instructor of the dojo. It will not be talked about among other students. Head Instructor has final say.
- We treat each other as family and anyone saying negative comments about other students or instructors may be dismissed from our organization.
- Good sportsmanship, integrity and discipline are all essential for proper development of the student.
- Students should never use physical skills except in self defense. Any student who uses his or her karate outside of the school may have their rank taken away by the Head Instructor and may be dismissed from our organization. Each situation will be individually considered before the final decision is made.
- Students will not chew gum, play, wear jewelry or sharp objects, wear hats, or use profanity in the dojo.

- Treat each other like family and make newcomers feel welcome. Introduce yourself to new students and help them become comfortable in the dojo.

CHILDREN AND ACADEMICS

We stress that most important to the growth of our students is their academic career

- School comes first. Homework should be done every day
- All report cards will be shown to the Instructors.
- All students should have average or above average grades on report cards, or show continuing improvement.
- Conduct should read Excellent or Satisfactory since you are representing Karate International.
- All teachers at school should be addressed as sir or ma'am.
- Knowledge is powerful. Work hard in school.

ARRIVAL

- Students please arrive 5-10 minutes before class is to begin
- Students should place their shoes, socks and duffle bags on the shelves by the door, not on the dojo floor.
- Students should remove their class cards from the file and give the card to the instructor at the beginning of class.
- If a student is on medication, has an injury, or is sick in any way, the instructor should be notified before entering class. If there are special problems, communicate them to your instructor.
- All personal needs, such as getting a drink of water or going to the restroom should be taken care of before entering class. If there are special problems, communicate them to your instructor.
NOTE - No child is to be left alone outside the building. Children are to be escorted into the building by their parent or guardian.

DURING CLASS

- Never say "can't"!
- Salute when entering and leaving the training floor.
If a class has already begun, a student must wait for permission to join class. The instructor will give the student permission to enter the training area by saluting to the student.
- To leave class or the training area without permission of the instructor will be considered a sign of disrespect. One must gain permission to leave class and show respect by saluting out to the instructor.
- No water during class unless instructor calls for a break.
- Exhibit good sportsmanship at all times.
- Never walk through the middle of the class.
- Keep the dojo neat.
- Do not leave shoes, clothes, etc. lying around.
- When a Master Instructor, regardless of school affiliation, enters dojo, the instructor will bring all students to attention and show respect via salute to the Master Instructor.

DISMISSAL

- Classes are either forty-five or sixty minutes, unless a special session has been arranged.
- If you will be delayed in picking up your child because of an emergency, please call the school and leave a message.
- If someone else is to pick up your child, our office **MUST** be notified.
NOTE - YOU MUST COME INSIDE THE BUILDING TO PICK YOUR CHILD UP. CHILDREN WILL NOT BE ALLOWED TO GO OUTSIDE TO YOU OR YOUR CAR.

CLASS CARDS

Karate International employs a "class card" system to facilitate advancement in rank

- Every rank up to 1st Degree black has a class card.
- Each time a student comes to class, he/she should pull their card and give it to the instructor.
- Each student will be called out of class to be "checked off" during class. This affords every student one-on-one teaching time every time they attend class.
- As the student is checked off on one assignment, he/she is taught the next assignment.
- When the student gets to the bottom of the card, the student, the instructor and the parents know the student is ready to test.

- Class cards monitor the student's progress and also give the student responsibility for practicing outside of class and for remembering to pull the card each time he/she attends class.

TESTING

Testing for rank is an important part of our procedures, allowing students to see their progress and be rewarded for it.

- Students are allowed to test for their next belt once they have completed the class card for that belt and have been pretested by the instructor.
- Test dates (and pretest dates) are set at the beginning of the year and the student must pre-test and test on the dates specified. Exceptions to this rule are rarely made and only for compelling family emergency or injury.
- Should you miss the test date, you will be allowed to test at the next test date (for white-green belts there are tests every month; purple and brown belts can only test 4 times per year and black belts can only test twice per year). Check the calendar on www.kilewisville.com.

TOURNAMENTS

Tournament performance helps to build confidence in the student and allows them to overcome fear and nervousness in a safe environment. Tournaments are also lots of fun.

- Tournaments serve the purpose of allowing students to meet and compete against students from all the KI schools.
- There are 2-3 tournaments per year and tournament attendance is part of the requirements for obtaining rank. Consult your guidebook for all rank requirements.

UNIFORM

All students are required to wear a complete uniform with the appropriate patches to all classes and events, (e.g. tournaments, tests, etc.), even if student is not participating in the event.

- All stripes or tips on the belt are to be worn on the left side.
- Uniform embroidery and patches are required at certain ranks and will be strictly enforced. No one will be allowed to test with an improper uniform.

CLOSINGS

We rarely cancel classes and usually close for events related to karate (tests, tournaments, etc) and holidays. Occasionally weather triggers a closing.

- Please check www.kilewisville.com for dojo closing information due to inclement weather.
 - Our policy is to be closed when Forsyth County School system is closed for weather, regardless of how the weather actually turns out. This reduces confusion.
- We are NOT closed every time Forsyth County Schools are closed for holidays and teacher work days. Please refer to the yearly calendar for closings, posted at www.kilewisville.com.
- We are closed for holidays. Consult your yearly calendar, available in the dojo and at www.kilewisville.com