



# ***New Members Information Pack***







## New Starter Checklist

Have you been given a **Membership Form** to complete?

Have you been given a **Health Questionnaire** to complete?

Have you been told when the Instructor will require these forms?

1. **HEALTH ASSESSMENT**

Have you made the Instructor aware of any health problems you may have e.g. asthma, back / joint problems (*see health questionnaire*)?

2. **HEALTH RISK – TAEKWONDO**

Has the Instructor explained the types of exercises including stretching that you will participate in?

Has the Instructor advised you of the level of physical fitness required?

Do you know who to alert if you have difficulties with any techniques?

3. **HEALTH & SAFETY ADVICE**

I understand that Taekwondo involves a certain amount of physical contact and fitness, including rigorous warm up sessions.

I understand that I am not expected to attempt all techniques that I observe, only techniques that I am directed to do (*this includes kicking / punching the focus pads*).

4. **ADEQUATE SUPERVISION**

I understand that a senior grade will observe me during training.

5. **PHOTOGRAPHY**

The club may occasional use photography and videoing to assist with training and to support publicity and marketing. If you consent to photography and videoing under these stated restrictions please tick the box.

Signed:

Date:

\_\_\_\_\_  
Student (Parent/Guardian if under 16 years)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

Name

Date:

\_\_\_\_\_  
Student

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Instructor

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

Emergency Contact Number

\_\_\_\_\_





# Club Members Information Sheet

Last updated: 20<sup>th</sup> September 2017

Technical information related to training and syllabus can be found in the club handbook, which can be downloaded from [www.bluewave.org.uk](http://www.bluewave.org.uk).

## Introduction

The club was founded in Overton in 1997, establishing its first classes in Basingstoke two years later. From modest beginnings, the club grew to over 150 members of varying ages and grades. In 2014, the club separated into two new clubs focused on the specific needs for Taekwondo in Overton and Basingstoke. Bluewave continues our tradition of providing high quality training in Taekwondo for all ages with an affordable fee structure in Basingstoke.

The club is a member of Taekwondo Chungdokwan Great Britain (TCGB) and through our association directly linked to the oldest Kwan (school) in Taekwondo, the Chungdokwan in Seoul, Korea. TCGB is a Member Group of the recognised World Taekwondo (WT) National Governing Body for the United Kingdom, British Taekwondo. Through our affiliations, members have access to seminars, training courses and tournaments from local level up to the WT World Championships and the Olympics.

Classes are available in our own dedicated facility in Basingstoke. Classes cover all aspects of Taekwondo including traditional martial arts training, self-defence and the competitive disciplines of both sparring and patterns.

The club has a team of registered instructors ranging in grade from 1<sup>st</sup> to 6<sup>th</sup> Dan. All the instructors have completed Child Protection and Safeguarding Training and hold a current DBS clearance. Our instructor team are committed to the development of all of our members and as well as their own personal development through regular courses and active participation in the British Taekwondo Coaching Courses.

## Child Protection

Issues around child protection are increasingly important in all aspects of life. As members of British Taekwondo, the club is required to ensure that all instructors hold DBS clearance and undergo regular training on Child Protection. The club's Child Protection Policy can be found on our website. The club's nominated Child Protection Officers are Olwen Barton and John Fidgett.

As part of this, all juniors under 11 must be dropped off and collected from **inside** the dojang. They should not be dropped at the car park nor will they be allowed to leave except with a responsible **adult**. Juniors aged 11-15 will be permitted to make their own way provided that written permission is received from a parent or carer; a form is available from instructors.

## Photography and Video Recording

Bluewave follows the guidance of British Taekwondo for the use of images of children. Bluewave will use these images solely for the promotion and celebration of the activities of the club and to assist in providing instructional feedback to students.

If you become aware that images are being used inappropriately you should email the Senior Instructor immediately on [gerry@bluewave.org.uk](mailto:gerry@bluewave.org.uk).

The club requires that explicit consent be given by each member for photography and video recording. If you feel you are unable to provide this consent, we would encourage you to discuss your concerns in confidence with the instructors so we can see if appropriate measures can be put in place to address your concerns. However, if consent cannot be provided, you should be aware that this may result in the club having to restrict the events in which you or your child can participate as we cannot control photography and video recording at events such as tournaments and seminars.

The club does not permit photography or video recording of classes or gradings without the prior written consent of the instructor's committee.

## **Fees**

The training fees are

Juniors aged 12+ and Adults	One class per week	£27 per month
	Unlimited classes	£38 per month
Juniors under 12	One class per week	£22 per month
	Unlimited classes	£33 per month

The annual membership fee is included within the training fee. This membership fee covers student membership and insurance through British Taekwondo. Our fee structure is calculated based on 48 weeks of training per year as typically the club takes a short break during the summer and over the Christmas/New Year period.

Discounted fees are available for families. If a family is training once a week, the second and subsequent family members receive a £5/month discount and for a family on unlimited classes the discount is £10/month. For families where some are training once a week and others on unlimited class please talk to an instructor who will help you calculate the discount.

## **Progress Assessment**

Each student has an assigned instructor. This will typically be the instructor of the classes where the student trains most often. The assigned instructor will be responsible for assessing progress and deciding whether a student is ready to grade for their next belt. Gradings are typically held every three months. Eligibility to grade is based on progress, attendance, attitude and behaviour. The detailed syllabus and minimum training period for each grade are available in the club handbook which can be downloaded from the club website.

All kup (coloured belt) gradings are held at our dojang in Basingstoke. The grading is a formal test on progress against the club's syllabus, those testing will not be expected to perform techniques that they have not previously studied and practiced. The gradings are held in a 'closed' environment, no spectators, as our experience over many years has been that this results in the best performances from those grading.

The club charges a grading fee of £20. This applies to all grades from white belt/10<sup>th</sup> kup up to black tag/1<sup>st</sup> kup. The national governing body sets fees for black belt gradings. Details of the current fees for black belt gradings are available upon request.

## **Uniform and Equipment**

You will not need any specific equipment to start your training in Taekwondo. However before taking your first grading, you will need to have a World Taekwondo style Taekwondo uniform known as a dobok. These can be purchased through the club at a competitive price or online from many suppliers. If you decide to purchase from a supplier other than the club, please be aware that the uniform must have a white v-neck (not black or coloured) and not have stripes on the shoulders or legs.

Once you have trained for 6 months or reached Yellow Belt you will also need to purchase WT approved arm and shin guards for your personal protection during contact training. As with the uniform, these can be purchased

through the club or from various outlets online. However, if you do not purchase through the club please check that the equipment being bought is WT approved.

## **Vickers Business Centre (VBC) Dojang**

All classes operate from our own dedicated premises, Unit 3A, Vickers Business Centre. This facility is also used for sport training and various special events.

**Parking:** please park in the car park behind Vickers House. Please do not park in the spaces immediately in front of the Dojang as these are not our parking spaces.

**Changing:** changing rooms are available. Students may arrive either already changed or use these facilities. However, please ensure coats and shoes are removed before entering the Dojang. Parents are not permitted to enter the changing rooms to assist juniors with changing.

**Shoes:** all students and visitors are to remove shoes on arrival and place them on the racks. Shoes are not to be worn on the mats under any circumstance.

**Clean & Tidy:** this is our own facility. No one else will clean it or repair it; therefore, it is the responsibility of everyone to keep the dojang tidy and to avoid damaging it. This will minimise the time that the instructors need to spend on keeping our excellent facility running.

## **Class Schedule**

### **Mondays**

Time: 6.00 – 7.00

Lead Instructor: Master Lynne Firth

*General children's class for all grade juniors aged 7 to 12*

Time: 7.30 – 9.00

Lead Instructor: Master Coleen Reilly

*General class for all grade adults and juniors aged 12+.*

### **Wednesdays**

Time: 6.00 – 7.00

Lead Instructor: Master Lynne Firth

*General children's class for all grade juniors aged 7 to 12.*

Time: 7.00 – 8.00

Lead Instructor: Master Lynne Firth

*Children's class for juniors aged 7 to 14, Green Belt/6<sup>th</sup> kup and above only.*

### **Thursdays**

Time: 7.30 – 9.00

Lead Instructors: Master Gerry Reilly

*General class for all grade adults and juniors aged 12+.*

## **Fridays**

Time: 5.30 – 6.15

Lead Instructor: Master Lynne Firth

*Introductory KickStars class for juniors aged 4 to 6 with an emphasis on developing fitness, flexibility and basic motor skills through multi-skills games and techniques. The class also starts the development of Taekwondo basics as a foundation for later learning in our more formal classes.*

Time: 6.30 – 7.30

Lead Instructor: Master Lynne Firth

*General children's class for all grade juniors aged 7 to 12.*

Time: 7.45 – 9.15

Lead Instructor: Master Gerry Reilly

*General class for all grade adults and juniors aged 12+.*

## **Saturdays**

Time: 9.30 – 10.15

Lead Instructor: Master Lynne Firth

*Introductory KickStars class for juniors aged 4 to 6 with an emphasis on developing fitness, flexibility and basic motor skills through multi-skills games and techniques. The class also starts the development of Taekwondo basics as a foundation for later learning in our more formal classes.*

Time: 10.30 – 11.30

Lead Instructor: Master Gerry Reilly

*General children's class for all grade juniors aged 7 to 12.*

## **Sundays**

Time: 5.00 – 6.00

Lead Instructor: Master Gerry Reilly

*Family class for all juniors aged 7+ and adults. This class is focused on providing opportunity for parent/carers to train with their children or for siblings who are in different age groups to train together.*

Time: 6.00 – 7.30

Lead Instructor: Master Gerry Reilly

*Sport Taekwondo class for juniors and adults of all grades. The focus of this class is on competition sparring. Students attending this class must be training in other classes as well as this class will not cover the technical aspects necessary to progress through grades. All students attending this class are required to have their own protective sparring equipment.*

## **Questions**

If you have any questions or concerns please speak to one of the club's instructor, or send an email to [gerry@bluewave.org.uk](mailto:gerry@bluewave.org.uk), or call me on 0800 860 0043.

Master Gerry Reilly  
Senior Instructor



**APPLICATION STATUS**

New  Renewal on time  Renewal 1-3 months late  Renewal more than 3 months late

Member N<sup>o</sup>

(leave blank if new member)

Expiry date

(leave blank if new member)

**MEMBER INFORMATION**

Surname

Forename(s)

Address

Address

Town/City

Postcode

Telephone - home

Ex Directory  Yes  No

Telephone - mobile

Email (Compulsory)

Date of birth         Gender  Male  Female

Disability or medical condition (if applicable)  Yes  No (Please give full details on back of form.)

Nationality

Current grade  Kup  Poom  Dan 1  2  3  4  5  6  7  8  9  10

Date of Last Grading         BT Cert N<sup>o</sup>

Examiner Name

**DECLARATION**

I acknowledge that I have been informed of the potential risks of practising Taekwondo. I apply for membership of British Taekwondo and agree to comply with the rules and regulations of the organisation.

Signature

Date

(Applicants if 18 or over / Parent Guardian if under 18)

**INSTRUCTOR DECLARATION**

I confirm that this application has been submitted to Membership Services within 7 days of the applicant signing the form in accordance with British Taekwondo rules and regulations.

Club N<sup>o</sup>

Club name

Instructor name

Signature

Date

**DATA PROTECTION**

If you do not wish your information to be shared with any third parties, please click/tick the box on the right.

Your information will be used by British Taekwondo for providing membership services and administration and insurance purposes. Members must be given their membership book within 28 days of submitting their application to the instructor.





## MEDICAL QUESTIONNAIRE - CONFIDENTIAL

**Name of Student :** .....

Taekwondo is a contact martial art and whilst the club endeavours to provide a safety training environment, there are, as with other sports and physical activities, some risks. To ensure that the club can minimise these risks, we ask you to complete the details below as fully as possible. Failure to disclose a significant medical condition may increase the risk to yourself and other students and affect any insurance claims that might occur. All information provided will be held in the strictest confidence.

**DO YOU OR HAVE YOU EVER HAD:**

**COMMENTS**

	YES / NO	
Asthma	YES / NO	
Any heart disease	YES / NO	
Diabetes	YES / NO	
Epilepsy, convulsions or fainting	YES / NO	
High blood pressure	YES / NO	
Migraine	YES / NO	
Cancerous conditions	YES / NO	
Psychological conditions	YES / NO	
Dyspraxia, ADHD, Asperger Syndrome or Dyslexia	YES / NO	
Circulatory problems	YES / NO	
Allergies	YES / NO	

**HAVE YOU RECENTLY HAD:**

**COMMENTS**

	YES / NO	
Bone fracture	YES / NO	
Joint dislocation	YES / NO	
Surgery	YES / NO	
Sprains or strains	YES / NO	

**DO YOU CURRENTLY SUFFER FROM:**

**COMMENTS**

	YES / NO	
Back or neck pain	YES / NO	
Pain in any joint	YES / NO	
Rheumatism or arthritis	YES / NO	

**ARE CURRENTLY TAKING:**

**COMMENTS**

	YES / NO	
Anticoagulants	YES / NO	
Any other prescription medication	YES / NO	

**DO YOU USE:**

**COMMENTS**

	YES / NO	
Glasses or contact lenses	YES / NO	

If the answer to any of these questions is yes, or you feel that there are any other conditions or issues we should be aware of, please provide brief details below:

**DECLARATION**

The information on this form is true to the best of my knowledge and belief. I appreciate that participating in any form of physical exercise or sport carries inherent risks.

SIGNED: .....

DATE:

**(SIGNATURE OF PARENT / GUARDIAN IF STUDENT IS UNDER 18 YEARS OF AGE)**





## Standing Order Form

### Membership & Training Fees

#### PRE-AUTHORISED PAYMENT INSTRUCTIONS

Please complete all boxes below and return to the class instructor.

<b>To</b> _____ <b>Bank plc</b> (branch title only) _____ <b>Branch</b>	
<b>Branch Address</b>	
<b>Sort Code</b>	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>
<b>Account Name</b>	
<b>Account Number</b>	<b>Date</b> __ / __ / ____
<b>Your Contact Telephone Number</b>	

#### New Standing Order Instructions

<b>Beneficiary Reference</b>	
<b>Beneficiary Sort Code</b>	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>
<b>Beneficiary Account Number</b>	<b>02020017</b>
<b>Name of Beneficiary</b>	<b>BLUEWAVE KOREAN MARTIAL ARTS LLP</b>
<b>Amount</b>	<b>£    Per month</b>
<b>Date of FIRST Payment</b>	__ / __ / ____
<b>Date of FINAL Payment</b>	<b>Until Further Notice</b>
<b>Due date and frequency of payments</b>	<b>Monthly on the 1<sup>st</sup> / 15<sup>th</sup> of the month</b> (delete as appropriate)

<b>Signatures</b>	

**This instruction cancels all previous Standing Orders to “Bluewave Korean Martial Arts LLP” and “Overton Tae Kwon Do”.**