



KNEE HIGH NINJA STUDENT MANUAL

(Ages 4-6)



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WELCOME LETTER

Dear Members and Guest,

As a new member of Karate Academy, we want nothing more than to have you experience a journey “Like None Other”. It is with great enthusiasm and excitement that I welcome you to this community. I believe the greatest days of the Karate Academy are ahead of us, and that you will be significant part in this organization.

You will experience growth on this journey, as we try to stretch you to grow in all areas of your life. I would also encourage you to seek and live out our C.O. R.E values and above all never give up. If you want to be a Black Belt, if you want to achieve those things that drive you, that inspire you, that which propels you to become the person you want to be, then you must persevere. You will want to give up sometime on this journey, you will experience frustration, your mindset will tell you to stop, your body to will tell you to give up, you’re discipline will be tested. Just remember, a Black Belt is a white belt that never quits! If you feel like falling, we will help you get up!

Thank you for commitment to the Karate Academy and to this community. It is my hope that your journey exceeds your expectations and transforms you into the Black Belt I know you can become.

1 Belt 1 Goal

Mr. Guevara



ABOUT YOUR MEMBERSHIP

There are three types of membership in our Academy:

- 1. Trial Membership (You are Here!)**
- 2. Basic Membership**
- 3. Black Belt Club Membership (By Invitation Only)**

During your trial membership, please remember the following:

1. Arrive to class on time! We suggest children dress in their uniform prior to arriving at the school.
2. A parent or guardian must escort children age 9 and under to and from the school for classes.
3. A parent or guardian must be in the school during class for children age 4 to 6, and in the vicinity of the school for students age 7 to 11. However, we highly encourage all parents to participate in their child's development by sticking around during class.
4. You are limited to any 2-3 appropriate age and rank level classes per week in the trial program.

By the 2nd week of class, please arrange an initial conference with the Program Director to discuss the options you have with enrolling in our basic membership. We ask that both parents be present during the initial conference to support you're child.



ACADEMY PROCEDURES

VERY IMPORTANT INFORMATION: PLEASE READ CAREFULLY!

Parent Supervision:

Parents of children age 6 and under **must** remain for the duration of the class.

Parents of children age 7 and up are encouraged to stay for class. However, whether you stay or not, children age 9 and under **must** be escorted to and from the school. Please do not drop your child off in the parking lot and allow them to walk in unattended.

Restrooms/Changing Rooms:

Since there is only one restroom we encourage members to come to class in uniform. If you need to change, please allow enough time before the scheduled class time. All shoes are to be placed in the "shoe rack" in the waiting area next to the guest center. Please do not leave any personal belongings in the academy for any extended period of time. The staff or academy is not responsible for any lost or stolen items left in the academy.

Practicing at Home:

Practicing at home is vital for the student to progress in martial arts training. 80% of what a person learns is directly attributed to the amount of time a student spends taking what they learned in class and practicing it at home. All you need is a little space and as little as 15 minutes a day. Not having enough space or time is no excuse not to practice! Some of the activities, such as stretching and balancing, can be done while you are wasting your time watching TV! The best time to practice would be before dinner or as a study break from homework. Remember the saying, "Perfect practice makes Perfect." If you are not sure about any of these activities please ask your instructor. Practice takes discipline and in order for it to be effective, you must develop a habit of practicing. Start today and monitor your progress for 21 days straight, by then you should have developed a habit of practicing.

Email Newsletter:



On a regular basis, emails are sent out to inform students of any important events such as graduation, school closings, party's, etc. Please be sure that the academy has your home or work email address. Email addresses for each academy are listed on the cover of this manual.

Sparring and Protective Equipment:

Due to mandatory insurance regulations, all protective padding for the feet, hands, rib, and head as well as a mouth guard is required. School policy requires that only Karate Academy branded equipment be worn. This equipment can be purchased at the school. Once a student has achieved the level of gold belt, the rest of the protective gear is required. All sparring activities must be supervised by an adult Black Belt.

Testing and Graduations:

Testing for Ninja belts occurs every 10-20 classes depending on the belt rank. The tests are scheduled on a monthly basis, and testing dates are sent through the email newsletter.

Pre-testing-

Graduation days are always held on Saturday afternoons during the month. Three days prior to graduation are what we call "pre-testing". Pretesting is when the Program Director tests members with two to three black curriculum stripes on their belt to see if they're ready for their next belt level. Classes during pretesting days are strictly geared towards evaluating members for their next belt. Members with less than two stripes on their belt are encouraged to participate in the warm-up, view the pre-testing, however, they must step out in when pre-testing starts.

Uniforms

The white uniform is the standard uniform for students on our trial membership. Once a member attains the gold belt level they are then eligible to purchase the full red uniform. Red and black uniforms must be special ordered and then embroidered which usually take 4-6 weeks from the purchase date to receive. If you're child gets invited into the black belt club they can then wear the black uniform. Only Black Belt instructors and assistant instructors are allowed to wear other color/style uniforms.

Vacations:

The school is typically closed for most major Holidays and for a 7 to 10 day period in the Summer (usually in July or August) and a 7 to 10 day period between Christmas and New Years. If you will be missing class for vacation or an illness for



a period of more than three weeks, please notify the program director in writing. You are still expected to make payments on your program during the time you are away. Extension of missed time is given to students with proper notification to the school.

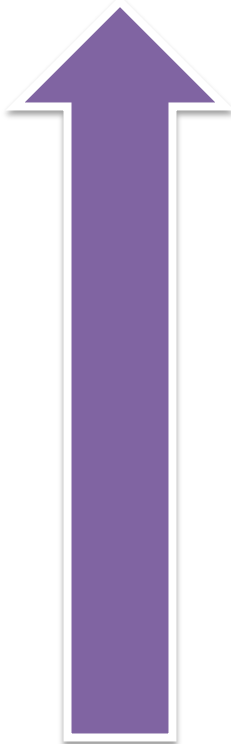
Karate Academy Website:

Please check our website at www.mykarateacademy.com. The website supplies a wealth of information and downloadable content such as schedules, manuals, curriculum, and informational handouts. Information such as upcoming events and school closings is updated often. You will receive periodic school newsletters with important information. Please be sure that we have your most current e-mail address on file. Please be aware that Karate Academy will never share your e-mail address.



BELT PROGRESSION

Students enrolled in our "Kneehigh Ninja" program will advance in rank according to the belt ladder at the bottom of the paragraph. The White Belt is the first belt earned and to receive it, a "Kneehigh Ninja" student must be able to show 10 seconds of discipline and have taken two classes. Earning the first belt builds tremendous Confidence and Self -Esteem in our young students. Therefore, it is important to help encourage and congratulate your child. You'll be surprised how hard your child will work to earn the first belt. From the point at which a student earns the white belt, he or she will be tested every 10-20 classes for a new belt. Some students, with an instructor's recommendation, may be asked to move out of the Kneehigh Program and up to the Fusion classes. Entry to into the Fusion schedule will be dependent upon age, developmental level, knowledge/proficiency with curriculum, etc. The Kneehigh Ninja belt system all have a white stripe in the middle of their belts to differentiate from Fusion belt levels.



Graduation to "Fusion" Classes

Brown Belt

Red Belt

Blue Belt

Purple Belt

Green Belt

Orange Belt

Gold Belt

High White Belt

White Belt



BELT REQUIREMENTS

White Belt: 10 Seconds of Discipline and two classes

High White Belt: Kamsah #1-4 with guards, 4 Basic Blocks (Rising Block, X Block, Guards, Duck, Jump)

Gold Belt: Kamsah #1-10 with guards, Double Push Self-Defense with parent

Orange Belt: Jayoo #1-12 with guards shadowing your instructor, Perform Basic #1 (Front Punch), Stranger Danger wrist grab

Green Belt: Jayoo #1-12 with guards by voice command, Perform Basic #1 Offensively (Step Front Punch) and Perform Basic #2 (Back Punch)

Purple Belt: Perform Basic #2 Offensively (Step Back Punch), Turn Concept, Jayoo #1-12

Blue Belt: Perform Basic #3 (Front Kick), Offensive Basic #3 (Step-slide front kick), Jayoo with increased power and speed.

Red Belt: Perform Basic #4 (Side Kick), Step Front Punch- Back Punch Combination.

Brown Belt: Perform Basic #4 Offensively (Step Behind Sidekick)

Black Stripe Belt: Perform Front Punch –Back Punch –Front Ridgehand Combination, Reverse Side Kick, 3 count Front Kick, 4 count Side Kick.



STRIPE SYSTEM

What are the Stripes?

The stripe system was developed to help make sure your child succeeds not just in Tae Kwon Do, but outside as well. The system's goal is to help develop positive life skills that are "transferable" from the Tae Kwon Do class to home and school. Stripes are a great way to build your child's self-esteem as well as help them build a positive attitude. This is one way Jhoon Rhee Tae Kwon Do uses positive reinforcement in your child's development.

Personal Development Stripes

Red Stripe (Attitude) - This is a class attitude stripe. The instructor will give a student this stripe when they show great attitude in class or significant improvement in a certain skill.

Blue Stripe (Home Stripe) – This stripe is given when a student turns in a note from home or school describing something positive they have done to show great attitude (i.e., saying "Yes Sir/Ma'am", completing chores without being asked, completing a school assignment, etc.) This note should be turned in with their class card. The note will be read in front of class and they will receive a stripe in front of their peers. After a student has received both stripes and completed the minimum number of classes, he/she is ready to test for the next striped belt. Please see the Kneehigh Ninja Program levels of progression for a listing of the requirements for each belt.

White Stripe / (Academic) - This stripe is given when the student brings a great grade from school. Students bring in a quiz or test and turn it in with their class card. At the end of class, we will publicly reward them for a job well done. In the summer, a note describing something new the student has learned will suffice.



KARATE ACADEMY RULES

1. Bows- We bow, not for religious reasons, but to show respect. We do a 9-second bow in order to show self-control, self-discipline, and respect. We bow when entering and leaving the Academy. We also bow when stepping on or off the mat area.
2. Yes Sir/Yes Ma'am- In the dojang, we show respect to the black belts by answering, "Yes Sir", or "Yes Ma'am". It is also proper to end all responses to your instructors with "Sir" or "Ma'am".
3. Use 2 hands- It is always considered more polite and respectful to take and receive items with two hands. If the item is small such as a pencil, support your wrist with the other hand. It is also more respectful to shake with two hands as well.
4. Jewelry- Because of the physical nature of karate, jewelry may cause harm to others or yourself. Watches, earrings, and necklaces can get in the way and should not be worn.
5. Keep your uniform clean- Please be sure to keep your uniform clean and odor free. It is not advised to eat or play outside with your uniform. Traditionally, the belt is not washed because it "absorbs" your knowledge.
6. Your belt represents you- Please have pride in your belt. Your belt represents you and all the hard work you put into karate. Please be sure your belt never touches the floor, the same as you would never let the American flag touch the floor.
7. Using Equipment- Be sure to ask an instructor for permission before using training equipment such as body shields, hand targets, and blockers. When you are done, be sure to put them away neatly.
8. Punctuality- Please be sure to arrive a few minutes early for class. It is typically considered disrespectful to the instructor to be late to class. We do understand, however, that certain obstacles may get in the way. If you are late for class, please stand or kneel at the edge of the mat until the instructor acknowledges you to enter class. If you feel that you're going to be 20 or more minutes late we suggest you attend a class at a later time.
9. Belongings- Please be sure to store your shoes, socks, and other belongings neatly under the chairs. Remember, the school is not responsible for lost or stolen property.



10. Leaving your children- Please be sure to pick up your children immediately after class. We cannot be responsible for your children when they are not in class. If you have younger children we ask that you do your best to make sure they don't interrupt class or run on the floor. We do encourage parents to remain and view their children's class.

11. Protective Equipment- You should bring all your equipment on sparring days (Thursday and Saturday). You cannot spar without all equipment to include mouthpiece. Equipment is to be purchased through Karate Academy for uniformity and standardization.

12. Socks in class- Socks alone are discouraged because they may cause you to slip and fall since it does not give you a firm grip to the floor.

13. T-Shirts- In order to maintain uniformity, only Karate Academy T-shirts can be worn during class.



EQUIPMENT REQUIREMENTS

*SCHOOL POLICY REQUIRES STUDENTS TO WEAR ONLY
Karate Academy SCHOOL CODE/BRAND GEAR at the Gold
Belt Level for all age groups.*

Hand, Foot, and Shin Guards, Chest Guard, Groin Cup (males), Head Guard and Mouth Guard.

*Please be sure to label all your equipment with a permanent marker.



HOW TO EARN YOUR WHITE BELT

The White Belt is the first belt earned and to receive it, a "Kneehigh Ninja" student must be able to show 10 seconds of discipline and have taken two classes.

Student Creed "To build true confidence through Strength in my Body, Honesty in my Heart, and Knowledge in my Mind. To keep friendship with one another and to build a Strong and Happy community. Never fight to achieve selfish ends, but to develop Might For Right!"

Class Closing:

INSTRUCTOR	STUDENT
Class Dismissed!	Might For Right!
Might For Right!	Attitude!
How Do We Lead!	By Example Sir!
Thank You Class!	Thank You Sir

Korean Commands:

Chario "Move to Attention"	Hana "One"
Kyoung Nay "Bow" (For Respect)	Dool "Two"
Shio "At Ease"	Set "Three"
Joon bee "Ready Stance"	Net "Four"
She jak "Begin"	Tausut "Five"
Goman "End"	Yausut "Six"
Dojang "Tae Kwon Do School"	Ilgope "Seven"
Tae Kwon Do "The way of the feet and hands"	Yaudul "Eight"
Diro Dorah "Turn"	Ahope "Nine"
Dobok "Uniform"	Yaul "Ten"

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KARATE ACADEMY