

CHU'S MARTIAL ARTS AFTER SCHOOL MARTIAL ARTS PROGRAM GENERAL INFORMATION

PICK UP TIMES

Parents are asked to discuss with each child the importance of being at the bus pick-up point promptly at dismissal time.

As we are sure you can appreciate that if a child is late arriving at the pick-up point, the entire route for all other children will be delayed. This point is of extreme importance to us all, thus we would ask for your assistance in this matter.

Please note that depending on traffic and weather conditions, your child may have to wait anywhere between **20 to 30 minutes** for pick up.

Also, be advised that on nights that your child is not attending a class following the after school program, they should be picked up no later than **6:00 PM after this a late fee of **\$15 will apply**. We appreciate your cooperation in this matter.**

ABSENCES

Parents are expected to phone (905) 886-4633 or 416-450-7904 to report absences before 1:00 pm. Parents/guardians and caregivers have the prime responsibility for the safety of their children. Our policy is intended to assist parents/guardians, caregivers and in ensuring the whereabouts of the students. **Failure to report absences, by 1:00 pm on the day absent, will result in a **\$20.00 service charge** (*inconvenience fee*) for Parents/Guardians.**

Chu's Martial Arts staff will listen to any voice mail message that is left prior to any pick-up vehicle departure.

Also, please note that there are no refunds for days or weeks missed, including sick days. If a child is unable to attend the program for one month, no refund shall be provided. We will instead credit them for the following month. If you know in advance that your child will not be able to attend the after school program for the coming month, you can freeze payment for that month. **You may also freeze in general for a maximum of one month, but an administrative fee of **\$15** will apply.**

SCHOOL CLOSURE DUE TO BAD WEATHER

The decision to cancel close schools by the Board of Education will be made by 5:45 am and announced on some radio stations such as **CHFI 98.1, AM 680, CHUM FM 104.5, AM 1050, Z103, CP 24 AND GLOBAL TV. Chu's Martial Arts will not operate the After School Martial Arts Program on these days,** for safety and insurance reasons.

PERSONAL PROPERTY

Chu's Martial Arts is not responsible for lost items. Personal items such as CD players, MP3 players, video games, expensive jewelry or other valuable items should not be brought to CMA.

No cell phones, skateboards, roller blades, scooters or heeies should be brought to CMA. Please ensure that your child does not leave money in their clothing while the clothing is in the change room.

DRESS CODE

Students are required to wear their 'Dobok' (uniform) in every class. A suggestion for parents would be to take it home on Fridays, wash it and pack it in your child's knapsack for return on Monday. Please put your child's name in permanent marker in both the collar and waistband of their uniform to avoid some mistakenly taking the wrong uniform home.

Hats, sunglasses, bandannas, jewelry, etc., are not allowed to be worn during class.

It is the responsibility of the student to dress in a neat, clean, safe and sensible manner at CMA.

LOST AND FOUND

As with most large activity centers, articles are often misplaced or forgotten. All clothing will be promptly returned to the owner if a label or other identification is evident. Anonymous items are placed in our Lost and Found Box; please feel free to check this box at your leisure. Running shoes, boots, jackets, lunch boxes, books and projects should all be labeled in some permanent fashion. Any items that are not claimed from the Lost and Found Box will be donated to charity.

CODE OF CONDUCT

The following is a point form summary of 'Code Of Conduct' that we promote to each and every student.

- Always strive for Black Belt excellence and value lifelong learning
- Help junior or younger students
- Show respect for yourself and others
- Contribute responsibly to the club
- Know that physical or verbal intimidation, aggression and vandalism will not be tolerated and may be grounds for dismissal from the program
- Speak politely and respectfully
- Use your voice quietly and calmly
- Clean up after yourself

PARENTS RESPONSIBILITIES

- ❖ Communicate openly with staff
- ❖ Support and encourage your child's training and growth into young adults
- ❖ Pick-up your children on time and report absences as early as possible. **Failure to report absences, by 1:00 pm on the day absent, will result in a \$20.00 service charge for Parents/Guardians.**
- ❖ Bring any problems or concerns immediately to the attention of CMA staff
- ❖ Feel free to make any suggestions that you may feel will improve your child's experience at Chu's Martial Arts
- ❖ **Please give 24hrs notice for early dismissal days and 5 days notice for PA Days. Failure to do so will result in your child not being picked up**

BELT TESTS

Belt tests are not included in the price of any memberships and your child must be registered at least a day prior to testing to be eligible for testing. Belt tests occur at least once a month unless otherwise posted. All belt fees must be paid prior to testing. Test fees and information are available at reception. Evening Classes will be cancelled on these days. CMA reserves the right to alter the test dates if necessary.

STUDENT BEHAVIOUR

Chu's Martial Arts strives to ensure that all students have a fun filled educational experience while at our facility. To ensure this we ask that the parents assist us in informing each student that horseplay and inappropriate behavior will not be tolerated. Once again, your assistance with this is greatly appreciated.

PEANUT/NUT DANGER ZONE

We have students at our club and students with whom we share buses who have life threatening allergies to peanuts, hazelnuts, nuts, treenuts and peanut oils. Please avoid sending snacks and foods to CMA that contains these products. Strict rules about not eating on the buses will also be enforced. Thank you for helping us with this very serious situation. Also inform us if your son/daughter has any other allergies.

HOLIDAY CLOSURES

We will be closed on the following dates.

October 12 th 2009	Thanksgiving
December 24 th 2009	Winter Break Christmas Eve
December 25 th 2009	Winter Break Christmas Day
December 28 th 2009	Winter Break Holiday Closure
December 29 th 2009	Winter Break Holiday Closure
December 30 th 2009	Winter Break Holiday Closure
December 31 st 2009	Winter Break New Year's Eve
January 1 st 2010	New Years Day
February 15 th 2010	Family Day
March 15 th to March 19 th 2010	March Break
April 2 nd 2010	Good Friday
April 5 th 2010	Easter Monday
May 24 th 2010	Victoria Day

Christmas Break

Chu's Martial Arts will be completely closed for all classes and programs from December 21st to January 1st 2010 inclusive. Our Winter Break Camp will be on December 21st 2009 to December 23rd 2009 and December 28th to December 31st 2009 for **full Day Camps only.**

P.A. /P.D DAYS AND BOARD DESIGNATED HOLIDAYS

Chu's Martial Arts will be operating 'fun-filled' day camps on P.A. days as well as Board Designated holidays and half day camps on early dismissal days. Children attending on these days can be dropped off at our facility as early as **8:00 am.**

This is inclusive in your After School membership but also available at **\$40.00** each, per day, for all non-member participants and friends.

On early dismissal days parents/guardian must give us 24 hour notice. Failure to do so will result in your child not being picked up.

The following is a tentative schedule of Professional Development Days as well as Board Designated Holidays.

Toronto District School Board P. A. DAYS

November 13 th 2009	PA Day
December 4 th 2009	PA Day
March 5 th 2010	PA Day
June 30 th 2010	PA Day

York Region District School Board P.A. DAYS

September 25 th 2009	PA Day
November 19 th 2009	PA Day
December 4 th 2009	PA Day
February 1 st 2010	PA Day
June 30 th 2010	PA Day

Students registered in other school district boards need to provide us with P.A, P.D and Early Dismissal days with one week notice.

March Break Camp

We will be operating full day camps from March 15th to March 19th 2010 inclusive.