



# PARENT & STUDENT WELCOME PACK

## 2025



Chris Jones Martial Arts Academy

VALID UNTIL REVIEW ON: 09/12/2025



A young girl with blonde hair, wearing a black martial arts gi with a white belt, is captured in a high kick pose. She is in a gym with blue mats on the floor and white walls. A large, diagonal red stripe runs across the image from the top left to the bottom right.

# HI THERE!

Welcome to Chris Jones Martial Arts Academy!

Your membership is now in place, you are welcome to attend any classes named under the membership type you joined.

Please take a few minutes to read over the following information and keep this email safe for future reference.

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# ARRIVING FOR CLASS

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Upon arriving for class, please sign in via one of the two iPad's in the room to the left as you enter the academy. Please do not log-in any earlier than 15 minutes prior to the class time. Parents, please note, it is your responsibility to ensure that children sign in correctly. Should you accidentally sign in under the wrong name, please let us know right away.

**\*\*Parents of Little Dragons, please sign your children in, do not let them do this themselves\*\***

Please ensure coats are hung on the hooks provided and shoes are placed in the shoe rack next to the mats.

Students must bring all their kit (hand pads etc) with them onto the mats, we don't want students leaving the matted area during classes for any reason other than in the event of them requiring to be picked up early. Little Dragons don't have any kit to bring on to the mats.

Students are welcome to wait on the mats from 10 minutes prior to the start of their class time with exception of the first classes of the evening as doors open 5 minutes prior to the class starting. We open 5 minutes prior to class starting to ensure children are safe and not left unattended.

Parents are welcome to remain and watch the session but must observe the rules of the academy. Please remain quiet at all times and do not stand close to the mats as this is off putting for the students who are easily distracted. You are also welcome to drop off and return however we would request that you stay to watch periodically to keep up to date on your child's progress. **We politely request that only one adult remain in the building should you opt to stay during your child's class. This is to keep the area as clear as possible and ensure there's space for everyone wishing to stay.**

Parents, it is important to note that we are **NOT** a childcare facility. You are responsible for your children until the scheduled start time and immediately after the class ends. Please ensure you arrive promptly for the end of class to provide safe collection of your child. Outside of class times, you are responsible for your children.

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# UNIFORM & BELTS



As with all Martial Arts, discipline starts with wearing the correct uniform in a clean and tidy manner. If you are waiting for uniform to arrive, please continue to wear something suitable for class. Once you have your uniform, please take note of the following:

Uniform must always be worn for class. The following combinations may be observed:

1. Full uniform and belt
2. Academy T-Shirt, uniform trousers and belt
3. Plain T-Shirt (no logos or other markings) uniform trousers and belt
4. Between October & April – Academy Hoodie, black uniform trousers and belt – Hoodies are optional.

Students should arrive dressed and ready for class. Any students arriving on the mats with uniform untied or not correctly dressed will be asked to return to reception for their responsible adult to adjust them. **Please note, it is not appropriate for Instructors to dress children for class. We will help with uniform and belts should they come loose during training, but prior to class starting, they must arrive ready to go.**

**\*\*Uniform trousers should be rolled from the waist if needed, rolled up trouser legs will not work as students are required to kick during our classes\*\***

It is important that students do not wear any clothing with pockets, zips or buttons. In the case of a student needing to wear clothing other than uniform, someone must make us aware prior to class starting.

It is important that your belt is tied correctly, this is not only a sign of respect to your school and your art but also a demonstration of proper discipline and pride in your own training. Please take a few minutes to watch the following video (link below) and practice tying your belt. Students arriving with belts tied incorrectly (that cannot tie their own) will be asked to return to reception for someone to tie them. As mentioned above, if a student's belt becomes loose during class, we will correct this, however belts should be tied correctly for the start of class.

LINK: <https://www.youtube.com/watch?v=iFPsI2yMIhk>

# PURCHASING CLOTHING & EQUIPMENT

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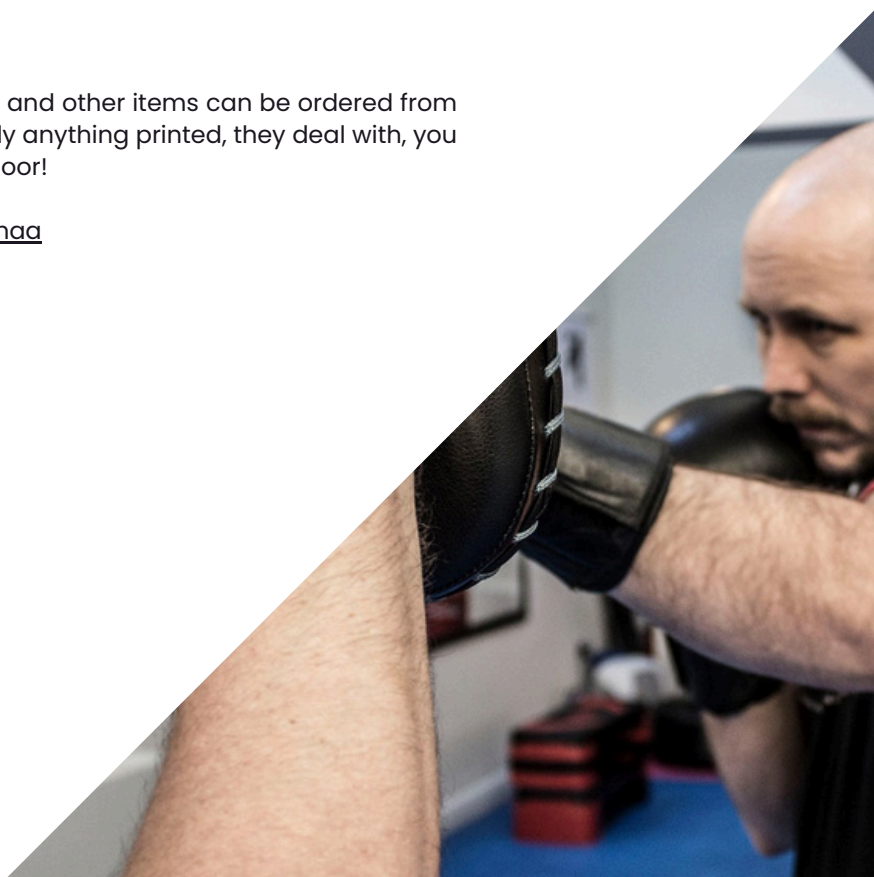
## ONLINE ORDERS

Should you require to purchase any additional sparring kit, trousers etc, you can visit the members area of our website [www.cjmaa.co.uk](http://www.cjmaa.co.uk) where you will find our online store. Please do not purchase uniform elsewhere, you will end up paying more for what will likely be low quality items. If you purchase any items from our store, please follow this up with an email to let us know when you plan to pick the items up. Please understand, our main focus in the evenings is on teaching, at times we won't be able to leave the mats to search through stock, please let us know ahead of time if you are looking to pick up an order.

## T-SHIRTS & HOODIES

T-Shirts, Hoodies, Jogging Bottoms, Bags, Hats and other items can be ordered from our official print partners 'Art Martial'. Essentially anything printed, they deal with, you place your order and they ship direct to your door!

<https://artmartialclothing.com/collections/cjmaa>





# LATE ARRIVAL POLICY

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## OOPS! YOU'RE LATE

Being on time for your Martial Arts Class is incredibly important. It is considered a show of respect to be on-time and ready to learn alongside being dressed smartly and presented properly.

We do understand that sometimes things just go a little wrong, roadworks, breakdowns and last minute hiccups! Occasional late arrivals aren't a problem.

If you arrive late please follow the following procedure:

## WHAT TO DO

1. For children, parents, please accompany your child to edge of the mats to check that it is ok for them to join in, please do this BEFORE signing in. Certain circumstances won't allow for late arrivals to join in, these will nearly always on the grounds of safety, please do not be angry with our instructors working to keep students safe.
2. As a guide, if you are over 5 minutes late, you will likely be too late to participate.
3. Parents, please do not drop off at the door and dash off. It is important that the children see that you understand the importance of students being on time for classes and being with them to ask if they can participate. It will also mean there is someone with them if they cannot participate.

Students who regularly arrive after the start of class will be issued with a warning which may result in their place at our academy being revoked.



# STAYING IN TOUCH

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## STUDENT / PARENT COMMUNICATION

If you use Facebook, please join the following private group to stay up to date with everything happening at the academy. <https://www.facebook.com/groups/268767730280578>

If you do not use Facebook, please be sure to keep an eye on your emails and periodically come into the academy to check the noticeboard.

If you need to contact us direct, you can reach us on the phone outside of teaching hours on 07802889391 or via email at [chrisjonestkd@gmail.com](mailto:chrisjonestkd@gmail.com)

## WHEN YOUR KIDS HAVE A 'WOBBLE'

Parents, this will more than likely happen at some point, for some it might be very early on once the newness of class wears off, for others it might be when they face a challenge they aren't sure about, if they struggle to pick up a technique, can't tie their belt, it can be many different things. The truth is that no two kids react the same to challenges, but what do do ask is that if your kids hit a bit of a rough patch that you communicate it to us right away so we can put steps in place to help them through whatever objections they might be facing. We are all about helping kids to understand that we don't run away from difficulties, we face up to our challenges and make it a habit to overcome them. I understand that it can be hard at times to push through these things, but trust me, as someone who tried to quit too, I know it's worth it!



# OTHER CONSIDERATIONS

## PARKING

Please consider that we are in a residential area and try to park considerately. If you plan to stay in reception during classes, please don't park outside the academy (essentially anywhere that you can see the building from) as it can cause people arriving for the next classes to double park and can make it difficult for students to safely cross the road.

## USUAL CLOSURE TIMES/DATES

As a rule we always close for the following:

Bank Holidays

Easter Weekend

Christmas (two weeks)

Aside from this we stay open throughout the rest of the year unless otherwise notified. Notices of additional closures will always go out via text message and email where possible.

## STUDENT ILLNESS

With Martial Arts being a close contact activity, it is important that students do not attend classes if ill. I know at times it might only seem like 'a bit of a cold' or just a 'little cough' but with close contact work taking part within classes, no-one wants to be sneezed on, coughed over or similar.

With regards to sickness bugs and the likes, please wait 48 hours before returning to class, bugs like this can spread incredibly fast in group settings.

## FREEZING MEMBERSHIPS

We like to keep things simple and honest right from the start so that everyone understands how things work. We have two options available, a membership in place or a cancelled one. We aren't able to 'freeze' memberships, we've done this in the past and held places for people promising to return who have then haven't. Your monthly fee covers not only your class costs but also acts as a reservation to classes ensuring you always have a spot. Obviously we understand that sometimes situations are unique and require a change in approach, should the need ever present, we are always happy to discuss and try to be flexible.

## PRIVATE LESSONS

We currently offer two options for one to one/private lessons. Both options are £20 per half hour slot, discounts are available for group bookings. As times and availability can change, you're best speaking to us to ascertain current availability.

# HOME REVISION ONLINE TRAINING

One of the biggest reason that kids quit is due to feeling like they are falling behind or don't understand something. For this reason we created an online training platform for parents and students to work together at home.

As a school we love to hear when our students practice at home. As a parent myself I understand that it can be very tricky to help if you are unsure of what exactly your kids should be practicing. To help with this we have compiled a complete online video recourse of our entire syllabus from White to Black Belt, over TEN YEARS worth of content spread over 100+ videos! Our online video system works on not only desktop and laptops, but also iPads, Tablets and even phones! Practice wherever you have internet signal. Priced at a one off fee (no subscription) our online training package can be found here and is something we highly recommend:

<https://cjmaa-online-academy.thinkific.com/courses/cjmaa-junior-adult-syllabus>

## CONTACT US :



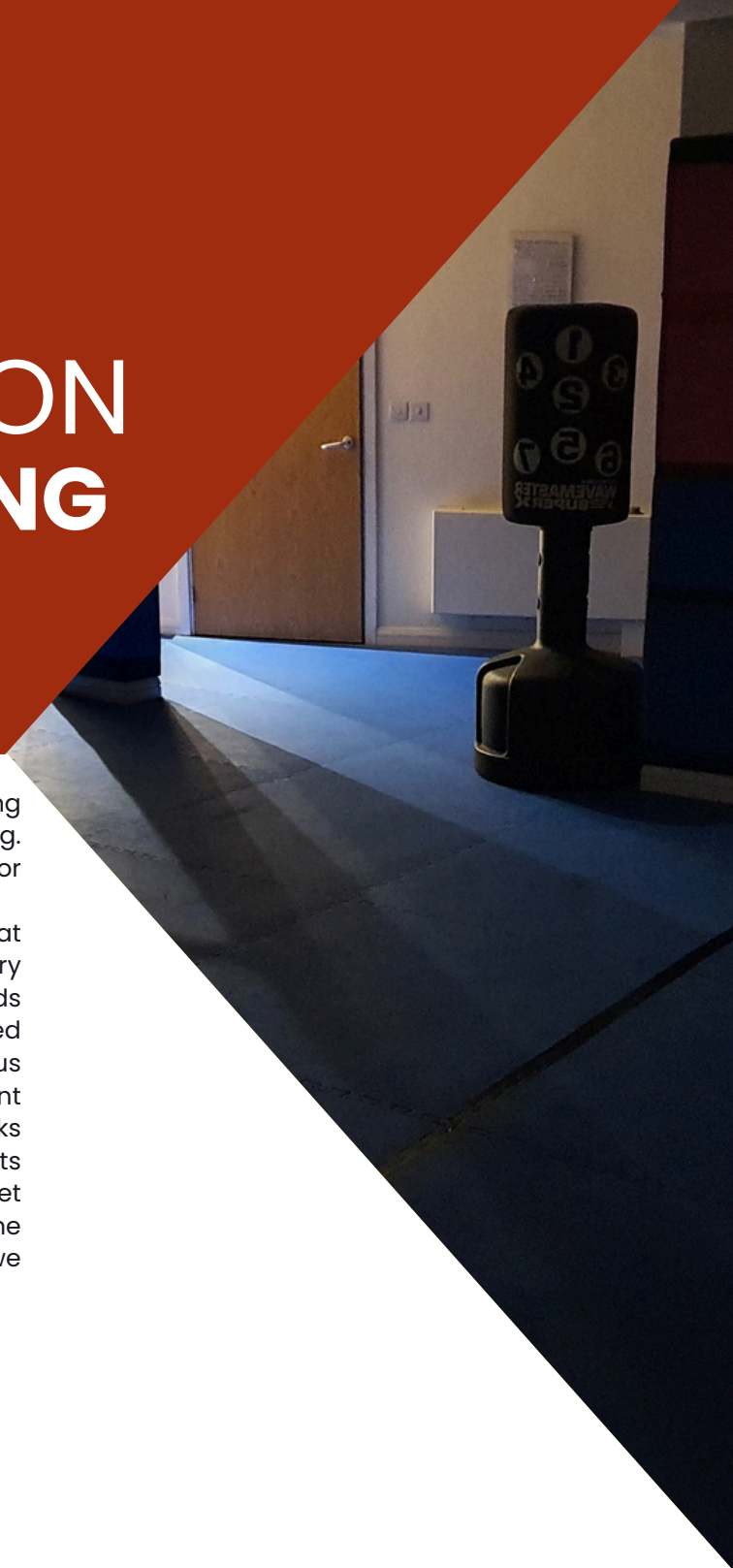
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**BMABA**  
APPROVED INSTRUCTOR

# GRADINGS BELT TESTING

Belt Groups and Gradings (For juniors & adults)

**Phase 1 – White, Orange, Yellow, Purple**

**Phase 2 – Green, Brown, Brown-White, Blue**

**Phase 3 – Blue-Red, Red, Red-Black, Cycle**

Gradings for Phase 1 & Phase 2 and Little Dragons are every 3 months, for Phase 3 they are every 6 months. They currently cost £25 and are optional. In order to grade students are required to demonstrate the syllabus required for their belt level. Students must also have had a good level of attendance and passed a pre-grading assessment. Students will be notified if they are ready to grade via a letter in class.

Pre-grading assessments typically run two weeks prior to gradings. Grading dates are usually around the following times of the month:

Term 1 – End of March

Term 2 – End of June

Term 3 – End of September

Term 4 – End of December

It is not unusual for the grading process to start at the end of a month and run into the first week of the next.

Whilst gradings are optional, we only allow students to opt out of progression until it becomes unsafe to have them remain in the same grade grouping.