

# New Student Orientation Guidebook



Legacy  
tae kwon do 

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# Section 1 – About Us

## Welcome

Thank you for choosing Legacy Tae Kwon-Do. Our mission is to develop positive attitudes in students and prepare them for life challenges by providing world class Martial Arts instruction.

This booklet will help answer many of the questions that new students (and parents) might have. We would ask that all new members carefully review this material as they begin their study, and to keep it for future reference. Parents of younger members should go over this material with their children. Please feel free to approach our staff should you have any questions related to any aspect of your experience at our school.

## Tae Kwon-Do Defined

Tae Kwon-Do is the name given to a martial art that originated in Korea. "*Tae*" means "foot" or "to strike with the feet". "*Kwon*" means "hand", or "to strike with the hand". "*Do*" means discipline, art, or way. Hence *Tae Kwon-Do* (foot-hand-way) means literally "the art of the feet and the hands" or "the art of kicking and punching."

## School Background

Our Lethbridge school first opened its doors in March, 1994. From meager beginnings of 12 dedicated students and 6 instructors we have grown to become the largest martial arts school in the area. In 2002, we opened a fantastic new facility with approx. 7000 square feet, in a central location on a major east-west thoroughfare in Lethbridge, Alberta (1236 3rd Avenue South).

Our building now houses a world class martial arts facility, complete with two training floors, air conditioning, a warm up area complete with training apparatus, spectator seating, a pro-shop area, office space, change rooms complete with showers and lockers. It also serves as the headquarters of United Traditional Tae Kwon-Do Canada. We also have school branch locations in Fort Macleod and Taber.

We promote physical fitness and positive social interaction in a courteous and respectful atmosphere. Our greatest responsibility is to instill in our students a sense of discipline and a code of ethics to inspire them to lead exemplary lives as leaders in the community.

Students and enthusiasts of Martial Arts have many reasons for their interest in our school. Some are drawn to the physical fitness, weight-loss, and stress reduction aspects of training. Others seek to add discipline and self control to their lives. Some are concerned about safety and self-defense. Whether you are interested in our programs for mental or physical well being, Legacy Tae Kwon-Do offers a program that will fit your needs and your busy schedule.

## **Instructors**

The Head Instructors of Legacy Tae Kwon-Do are Master Darin Gibson and Master Colin Nonomura. Between them they have more than sixty years experience in training and teaching Tae Kwon-Do. They oversee all aspects of instruction at the schools. There are more than 20 Black Belts instructors who teach classes at the schools including branch locations in Fort Macleod, Taber and Coaldale. All classes have multiple instructors to ensure that students receive the best instruction available.

Instructors are required to attend workshops and seminars to constantly improve their skills. We employ an extensive mentorship program with new black belts to help foster continual growth.

## **School Locations**

Lethbridge – 1236 3<sup>rd</sup> Avenue South

Fort Macleod – 2215 2<sup>nd</sup> Avenue (United Church Hall)

Taber – 5310 – 42<sup>nd</sup> Avenue (L.T. Westlake Elementary School)

Coaldale – 2107 – 13 Street (The Hub)

## **School Affiliations**

Legacy Tae Kwon-Do Schools are founding members of United Traditional Tae Kwon-Do Canada. (U.T.T.C.)The goal of this organization is to provide professional development opportunities for instructors to enhance their teaching skills, and to offer national belt rank certification and instructor certification for member schools. The official website is [www.tkdcanda.com](http://www.tkdcanda.com).

## **Tournaments**

Our schools support healthy competition which includes voluntary participation in tournaments from time to time. We have a proud history of hosting tournaments large and small, and we occasionally attend events hosted by other schools. While we participate in tournaments to an extent, we also believe that it should not be the focus of a student's training. Our schools are directed more toward technical and personal development.

## **Upcoming Events**

There is an Upcoming Events bulletin board at the school which lists all school related activities. We also do periodic updates to our school website, but occasionally information there is not current. The school's website address is [www.martialartscanada.ca](http://www.martialartscanada.ca) . E-mail inquiries can also be made to [tkdinfo@telus.net](mailto:tkdinfo@telus.net) .

## Section 2 – Starting Out

### Equipment

**Uniform** (Do-bok) A Uniform with the U.T.T.C. crest is the only official uniform to be worn in class. They are available for purchase at the school. In some situations other all-white uniforms may be worn with the Chief Instructor’s consent.

**Crests** – Uniforms should also be adorned with a school crest, and a Canadian and Korean flag. These are also available at the school. The school crest is to be sewn on the left front of the Uniform, the Canadian flag on the right sleeve and the Korean flag on the left sleeve. Crests should be on your uniform prior to testing for your first color belt.

**Sparring Gear** – Hand and foot protection is required for all members once they reach Green Belt. Equipment is available for purchase at the school.

### First Classes

New members are given special attention from instructors. Often this includes instruction separate from the group classes when they begin. The goal is to help students become comfortable with training and introduce the warm-up routines and fundamental techniques required to join in with the group.

### Training Routine

You may train as often as you like in your scheduled classes, however most members train 2-3 times per week. Fewer lessons than that often result in very slow progress, which can negatively affect motivation.

### Absences

Though regular attendance is certainly important for progress, there is no need to call if you are going to miss the occasional class. If you are going to be away for a month or longer, please talk to our receptionist in person and we can make arrangements to “hold” your membership. Please be aware that memberships cannot be placed on hold or cancelled by phone.

### Home Practice

Practice is allowed at home, but recommended only after several lessons. Home practice should be done in a (parent-approved) area with plenty of space. Parents can help by watching and providing encouragement, but please don’t try to teach. Teaching and practicing incorrectly can actually hinder a student’s progress.

## Online Resources

Legacy Tae Kwon-Do schools can be found on the web at [www.martialartscanada.ca](http://www.martialartscanada.ca)

There you can find general information about our school and instructors. Members also have access to an online curriculum with instructional videos designed specifically to enhance our members' training experience. To set up access members must provide an email address and spend a few minutes registering with our office staff. Online material is currently provided free with membership.

## Korean Terminology

Classes at our school are taught in English, however out of respect for the Korean roots of Tae Kwon-Do, we continue to give some of the regular commands and count in Korean. Below is a list of the most common terms for students to learn. The Korean language is written using "*Hangul*" and not the Roman alphabet, all the spellings you see here are approximate romanizations and may not be the same spellings that some of you are used to seeing.

Charrot	=	Attention
Kyonyae	=	Bow
Joon-Bi	=	Ready
Sei-jak	=	Begin
Shi-yo	=	At Ease
Go-Mon	=	Stop
Gup	=	Grade
Dan	=	Degree
Hyung	=	Pattern
DoBok	=	Uniform
Dojang	=	Training Hall
Sah bum nim	=	Instructor
One	=	Hanah
Two	=	Dool
Three	=	Set
Four	=	Net
Five	=	Dasot
Six	=	yasot
Seven	=	ilgop
Eight	=	yadol
Nine	=	ahop
Ten	=	yul

## **Section 3 – Student Behavior**

### **Instructor Expectations**

We expect our students to give their best effort. For beginning students developing a positive attitude and work ethic is more important than technique. If a student tries hard and has a good attitude, they will develop better technique over time because they are listening and learning. We also encourage students to ask their instructors questions at the appropriate time.

### **Tenets of Tae Kwon-Do**

The foundation of Martial Arts training begins with study of the tenets of Tae Kwon-Do. Students are required to learn them, to understand what they mean, and to practice them inside the martial arts school and in their daily lives.

Courtesy – The practice of acknowledging, respecting, and appreciating other people, their actions, their time, their circumstances, and their possessions.

Integrity – The practice of being honest and sincere in your associations, and honoring your commitments.

Perseverance – The practice of continuing to pursue a goal despite encountering obstacles.

Self-Control – The practice of maintaining composure to help make good decisions in stressful situations.

Indomitable Spirit – The ability to maintain a positive attitude during difficult times.

## **Student Rules & Etiquette**

Manners and etiquette are an integral part of martial arts training. It is important that respect is shown to everyone (including yourself) at the school, regardless of age or rank. In any martial art form, bowing is a gesture that expresses courtesy and respect. Below are the school's rules and accepted etiquette standards.

1. Whenever entering or leaving the training floor, execute a bow of respect to the displayed national flags and school crest, and a separate bow to the instructor(s) present.
2. Execute a bow of courtesy upon meeting an instructor or Black Belts. All Black Belts 1<sup>st</sup> degree and up should be addressed as Mr., Ms., or Mrs., followed by their last name. If you do not know their name, use Sir or Ma'am. This courtesy should be extended inside and outside of the gym. Junior Black Belts are addressed by their first name until adulthood (age 18).
3. Proper respect will be displayed to all persons.
4. When asking questions or making requests to instructors bow before asking the question. It is appropriate to bow and thank the instructor after receiving the answer. Strict attention should be given to the instructor at all times. Talking should be kept to a minimum. If an instructor calls you upon, bow and answer "Yes Sir" (or Ma'am).
5. Remove shoes upon entering the training floor, and place them in the designated area.
6. Be on time for all classes. If you arrive early, take the opportunity to warm up and practice. Students should sign in for each class (where applicable).
7. The Dobok (uniform) will be clean and complete at all times (jacket, pants, belt and emblems). Female members may wear appropriate white under-garments under the jacket (ex. t-shirt). Students should avoid using safety pins to secure their uniforms.
8. Observe a high degree of personal hygiene. Toenails and fingernails should be neatly trimmed.
9. Remove all jewelry prior to training.
10. Food and liquids (other than water) should not be ingested while in the uniform unless special circumstances require it.



11. There will be no gum chewing, smoking, or lounging against the walls, while in uniform. Students also should not be sitting in chairs during a class unless directed to be by an instructor.
12. Profanity, loss of temper, horseplay, loud laughing and talking or any display or lack of self-discipline will not be tolerated.
13. Practice only those Hyung (patterns) that have been presented to you by an instructor. Do not try to skip ahead through observation of higher belts.
14. Do not complain about strenuous conditions.
15. No Free Sparring without permission from the instructor.
16. In color belt classes, students line up from highest belt rank to lowest. Black Belts are the exception to this. They should line up at the back of class, from lowest to highest rank.
17. During class, never leave the floor without first notifying the instructor of your class.
18. Uniforms should only be worn at the gym. If put on at home before coming, be sure to go directly to the gym and then directly home after class. They should not be seen about the community. Uniforms should never be worn as costumes. Belts are a part of the uniform. They should be worn and tied correctly at all times, when in uniform.
19. Do not leave personal belongings (sparring gear, water bottles etc.) on the training floor or in change rooms after your class has finished. Lockers are available for rental if you wish to leave some items behind.
20. Tae Kwon-Do techniques are not to be applied outside of the Dojang unless circumstances involving your safety, or the safety of others, are overriding.
21. Practice discretion when using Social Networking sites (ex. Facebook, Twitter etc.). Negative comments toward the school in general, its instructors or students is unacceptable and will not be tolerated.
22. Access to the training floors and change rooms is limited to members only. Children should not use them as play areas.
23. The viewing area is provided as a quiet area to allow classes to be watched. Activity should be kept to a minimum in respect to those in class. Children in these areas must be supervised. People using the areas are required to clean up after themselves.

## Section 4 – Curriculum

### Basic Techniques

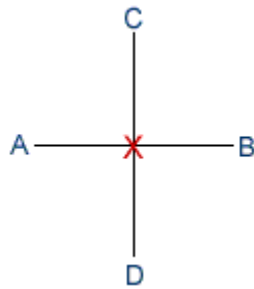
Students will begin by learning basic stances, punches, blocks and kicks. Next, they will learn to put them together into combinations and finally into sequences. Each different belt level has a pattern which they must work toward perfecting.

Stances:	Parallel (ready) Sitting (Horse-riding) Walking L-Stance
Hand Techniques:	Low Block Front Block Rising Block Side Block Forefist Punch Knifehand Chop Backfist Finger Thrust – middle section Elbow Strike
Foot Techniques:	Snap Kick Side Kick Turning Kick Back Kick Crescent Kick

### Sparring

Sparring is always closely supervised at our school. Students practice non-contact free sparring. The intention is for students to develop control of their techniques. Beginners maintain a safe distance from which they execute techniques to avoid intentional contact. Over time as students develop their skills, they gradually move closer together until there kicks and punches are delivered at full speed inches from the target, under control. Intentional contact is prohibited in regular class. Instructors make all reasonable efforts to ensure a safe training environment, but it must be remembered that Tae Kwon-Do is first and foremost a form of self-defense, and as such participants are prone to experience some unintentional contact during their time as students.

## Chon-Ji Pattern – (19 moves)



### Ready Posture - PARALLEL READY STANCE

**The illustrations for this pattern assume that the student is standing on line AB and facing D.**

1. Move the left foot to B forming a left walking stance toward B while executing a low block to B with the left forearm.
2. Move the right foot to B forming a right walking stance toward B while executing a middle punch to B with the right fist.
3. Move the right foot to A, turning clockwise to form a right walking stance toward A while executing a low block to A with the right forearm.
4. Move the left foot to A forming a left walking stance toward A while executing a middle punch to A with the left fist.
5. Move the left foot to D forming a left walking stance toward D while executing a low block to D with the left forearm.
6. Move the right foot to D forming a right walking stance toward D while executing a middle punch to D with the right fist.
7. Move the right foot to C turning clockwise to form a right walking stance toward C while executing a low block to C with the right forearm.
8. Move the left foot to C forming a left walking stance toward C while executing a middle punch to C with the left fist.

**9.** Move the left foot to A forming a right L-stance toward A while executing a side block to A with the left inner forearm.

**10.** Move the right foot to A forming a right walking stance toward A while executing a middle punch to A with the right fist.

**11.** Move the right foot to B turning clockwise to form a left L-stance toward B while executing a side block to B with the right inner forearm.

**12.** Move the left foot to B forming a left walking stance toward B while executing a middle punch to B with the left fist.

**13.** Move the left foot to C forming a right L-stance toward C while executing a side block to C with the left inner forearm.

**14.** Move the right foot to C forming a right walking stance toward C while executing a middle punch to C with the right fist.

**15.** Move the right foot to D turning clockwise to form a left L-stance toward D while executing a side block to D with the right inner forearm.

**16.** Move the left foot to D forming a left walking stance toward D while executing a middle punch to D with the left fist.

**17.** Move the right foot to D forming a right walking stance toward D while executing a middle punch to D with the right fist.

**18.** Move the right foot to C forming a left walking stance toward D while executing a middle punch to D with the left fist.

**19.** Move the left foot to C forming a right walking stance toward D while executing a middle punch to D with the right fist.

**END:** Bring the left foot back to a ready posture.

## **Section 5 – Advancing**

### **Belt System**

In our school we have established a belt rank system to guide progress of students from beginners through to advanced students. Having this system allows students to set and reach attainable goals. It also allows instructors to quickly identify the knowledge and skill level of a student and to determine where they are in terms of learning the curriculum. Each belt level has a specific curriculum the student must learn and demonstrate proficiency in before moving on to the next level.

The color belt system we employ works like this:

White 10

Yellow 8

Yellow 7 (yellow belt with a green stripe)

Green 6

Green 5 (green belt with a blue stripe)

Blue 4

Blue 3 (blue belt with a red stripe)

Red 2

Red 1 (red belt with a black stripe)

### **Testing Process**

Students progress through the belt ranks by periodic testing. Scheduled testing happens 4 times during the year; March, June, September, and December. In the weeks prior to a test, Instructors will informally evaluate students' progress and determine who they think are ready to test. Students who would like to test for a higher belt should ask their primary instructor if they are ready. If the instructor agrees, then the student should fill out and submit the test form and payment.

## Testing Requirements

Students who are trying for Yellow Belt perform three activities for assessment during their grading exam:

1. Pattern
2. Kicking:
  - Children learn three kicking combinations:
    - a) Snap Kick and Double Punch
    - b) Double Punch and Side Kick
    - c) Turning Kick and Back Kick
  - Adults learn three kicking drills to a hand target:
    - a) Snap Kick
    - b) Side Kick
    - c) Turning Kick
3. Free Sparring (non-contact) against another beginner.

## Testing Policy

1. Students must have their primary Instructor's consent prior to testing.
2. Test Forms must be complete, signed and submitted along with payment 1 week prior to testing. Forms and payment will not be accepted the week before the test.
3. Test fees are as follows for color belts:
  - Test for full belt \$50 (includes belt upon promotion)
  - Test for Stripe \$40
  - There is no charge for color belt retests  
(prices subject to periodic increase)
4. Students who are testing are required to remain in attendance and in uniform until dismissed, unless prior permission is arranged with the examiner(s). Students leaving early may be required to retest at the next scheduled date.
5. Members are to maintain strict attention to the testing procedures and remain as quiet as possible with respect for those on the testing floor. Students causing a distraction may be required to retest at the next scheduled date.
6. Students are expected to test on the scheduled date. Students wishing to test at another time may request a separate time. Permission to test at a separate time will be granted at the discretion of the examiner depending on the reason. A \$25 surcharge per person will apply for this service.



## **Black Belt Degrees**

There are nine degrees (or dans) of Black Belt for adults, as well as a Junior Black Belt for youth ages 13-17.

Junior Black Belts wear a black belt and the regular student uniform. Because of their age they are referred to by their first name when being addressed.

First to Third Degree Black Belts wear a white uniform with black trim. They are addressed formally as Mr., Mrs., Ms. (as appropriate) followed by their last name. These individuals are considered to be in the “Proficiency” levels of Black Belt. They are focusing on continued personal development, perfecting their own basic techniques, while challenging themselves with advanced skills. Many of them are certified instructors on an interim basis and working toward permanent certification. They attend annual instructor training sessions to improve their teaching skills.

Fourth to Fifth Degree Black Belts wear a black uniform. They are addressed formally as Mr., Mrs., Ms. (as appropriate) followed by their last name. These individuals are considered to be in the “Instructor” levels of Black Belt. These degrees are reserved for those who are committed to sharing martial arts with others as instructors. They have already developed exceptional personal abilities and now are expanding their teaching skills. They have permanent Instructor Certificates.

Sixth to Ninth Degree Black Belts wear a dark blue uniform. These individuals are considered to be masters of Tae Kwon-Do. They are addressed formally as Master, followed by their last name. These degrees are reserved for individuals who have dedicated themselves for decades to the preservation and improvement of Tae Kwon-Do. They look beyond themselves and their schools to the betterment of the martial arts community as a whole. These highest ranks are awarded to them by based on merit and their service to the art of Tae Kwon-do.

## **Conclusion**

We hope you enjoy your training experience at Legacy Tae Kwon-Do. We are always open to feedback to help improve our school. If you should have any additional questions, please feel free to contact us in person, by phone, email or through our website.