

Attendance

Attendance requirements

Progress in the martial arts is based on consistent training and therefore it is expected that all students (except Little Ninjas) attend class twice weekly to enable them to progress at a reasonable rate.

The expectation for belt progression is that a student will maintain an average attendance of at least 75% of the syllabus classes for their programme. This will equate to approx 18 classes between each grading examination.

Little Ninjas members need 75% attendance throughout the quarter to qualify for promotion.

Reporting Absence

It is very important that we maintain an up-to-date attendance register for health and safety. This applies to ALL members.

If you are going to be absent from class for any reason please ensure that you call, text or email and let us know before the lesson.

Phone/text: **07973 368304** Email: **admin@BlackBeltAcademy.info**

We check both phone messages and emails at the school when checking off the register so please feel free to use whichever method is easiest for you.

Absence due to illness

If you are unable to attend class due to illness then Providing absence due to illness is not persistent and does not exceed two weeks in any quarter then you will not be penalised when applying to grade.

Should you need to take an extended leave of absence of more than two weeks due to illness then your programme can be extended in lieu of this time. In order to qualify this must be agreed at the time with the chief instructor or programme director and we will require a doctors note.

If you budget your payments monthly then please remember that payments must be maintained during the period of absence.

Student Holidays

Please ensure that you notify the Academy in advance of any planned holidays.

Providing absence due to holidays does not exceed 2 weeks in any quarter, and we have been notified in advance of the holiday then you will not be penalised when applying to grade

Holidays

Academy holidays

We train continually throughout the year except for public holidays and two scheduled 2-week breaks, one at Christmas and one in the summer).

Our summer break is always the two weeks prior to the August bank holiday, and christmas will be the fortnight following the December graduation

Holidays for 2014 are 11th-25th August and 22nd Dec - 4th Jan

It doesn't matter whether you paid for your programme in full or if you chose to budget the cost monthly - your membership is based on the total cost of your programme and it averages out over the whole year. In setting the cost of our memberships we allow for these holiday times. So don't worry - you never miss out during holidays.

School Events/Productions

We have an excellent relationship with Cam Everlands School and they are very accommodating to our regular training schedule. There will however be a few odd occasions through the year when they have a important school event such as a parents evening or drama production where we may be unable to use the hall.

This typically only occurs for a maximum of three or four evenings per year for their summer and winter productions so on those occasions there will be no classes held. Depending on which nights are affected, we can sometimes tweak the class times for an odd night to enable students to get some training in, even if it's not a regular class, but this isn't guaranteed.