



# **UKCKMA Terms & Conditions**

## **1. Introduction**

Welcome to **UKCKMA**. These Terms & Conditions govern your membership, training, and participation in any activities associated with the club, including in-person and online services.

By enrolling in our classes, using our website, or engaging with our club in any way, you agree to abide by these terms.

## **2. Membership & Fees**

### **2.1 Membership Registration**

All students must complete a registration form before participating in training. This includes providing relevant medical history, emergency contact details, and any additional safeguarding information where applicable.

### **2.2 Membership Fees & Payments**

- All training fees, membership payments, and associated costs must be paid in advance.
- Payment methods accepted include cash, bank transfer, standing order or other club-approved payment platforms.
- Failure to pay membership fees may result in suspension from classes until outstanding payments are settled.
- Membership fees are non-transferable.

### **2.3 Refunds**

- Refunds will not be issued for missed sessions, unless in exceptional circumstances at the discretion of **UKCKMA**.
- If a student cancels their membership within the first 14 days of joining, a full refund may be issued if no training has occurred.
- Refunds for long-term injuries or illness may be considered with medical evidence.
- I understand that if I wish to cancel any standing orders, I must do this directly through my bank. If I do not cancel my standing order and my payments continue to come out, I will not be entitled to a refund.
- I understand that all other fees such as equipment, uniform, parties, events and examination fees are non-refundable.
- I understand that when my monthly membership is submitted to **UKCKMA** I will not be able to receive a refund.

## **3. Class & Private Lesson Cancellations**

### **3.1 Regular Class Cancellations**



- Classes may occasionally be cancelled or rescheduled due to unforeseen circumstances, such as instructor illness or venue unavailability.
- If UKCKMA cancels a class, students will be offered an alternative session.

### **3.2 Private Lesson Cancellation Policy**

- Private lessons must be cancelled at least **24 hours** in advance to receive a reschedule opportunity.
- Failure to provide adequate notice will result in the full lesson fee being charged.

## **4. Gradings**

- I understand that if I have come from another club and have been graded previously, I will be assessed on techniques in line with the UKCKMA syllabus and then graded to that suitable level on our next gradings.
- I understand there are three gradings in every year.
- Students will be denied a grading form due to attendance, a negative attitude or poor progression.
- I understand that I must attend at least 80% of classes in between each grading or I will not be able to participate unless I increase my attendance through participating in extra sessions (which will incur an additional charge). Attendance alone does not qualify for grading; you will only be put forward for grading if you meet the standard required for that level.
- I understand I will not be able to participate in any grading without a license and without wearing a full uniform, belt and correct equipment where required.

## **5. Code of Conduct & Behaviour**

To ensure a safe and respectful training environment, all students and parents must adhere to the following:

- Respect instructors, fellow students, and all club personnel at all times.
- No foul language, bullying, or aggressive behaviour will be tolerated.
- Being disruptive, disrespectful and showing no regard to health and safety will not be tolerated. Culprits who do not comply will be disciplined with warnings and potential exclusion from the club.
- Students must arrive on time, in appropriate training attire, and with the necessary equipment.
- Parents/guardians must respect instructor-led classes and avoid interfering with coaching unless invited to participate.
- Damage to the property or equipment of UKCKMA must be replaced.
- Photos or videos are not allowed inside the club without permission from a member of staff.
- Although we are a club that fosters a supportive environment and does everything we can to be inclusive and accessible to everyone, we are there to teach martial arts and require students to have respect, good behaviour, and focus. Furthermore, we endeavour to provide the best support possible but if the minimum requirements



stated above are not consistently met and causing a significant health and safety concern whether to themselves or other members and all avenues to resolve these issues have been tried but still causing disruptions significantly enough to hinder the running of our group classes, you may be asked to leave the club.

**\*We as a martial arts club pride ourselves on being inclusive of all individuals and have great instructors who have experience working with SEN with an understanding of different behaviours that may follow, and support will be given to individuals with SEN to our best knowledge. Examples of disruptions that will not be tolerated are as such: running through the ongoing classes, which can pose a significant risk to their safety and others. If warnings do not resolve these behaviours, this is the type of behaviour that would warrant being asked to leave.**

## **6. Safeguarding & Welfare**

UKCKMA is committed to safeguarding children, young people, and vulnerable adults.

- All instructors and relevant staff are DBS-checked and receive safeguarding training.
- Any safeguarding concerns should be reported immediately to the designated safeguarding officer or to BMABA's Safeguarding Team at [safeguarding@bmaba.org.uk](mailto:safeguarding@bmaba.org.uk) or by calling 01798 306546.

## **7. Use of the Club's Website & Digital Resources**

By accessing our website and online resources, you agree to:

- Use our website in accordance with UK laws and regulations.
- Not distribute, copy, or misuse any content from UKCKMA without permission.
- Not engage in any unauthorised sharing or distribution of club-provided materials.

## **8. Photography & Videography**

From time to time, photographs and videos may be taken during training sessions for club marketing and promotional purposes.

- Students or parents/guardians will be required to provide written consent before any media featuring them is used publicly.
- Any participant who does not wish to be photographed or recorded must notify the club in writing.
- Images and videos will be stored securely in line with GDPR regulations.

## **9. Liability & Assumption of Risk**

Martial arts training involved physical contact and carries an inherent risk of injury.

- All students train at their own risk and must sign an assumption of risk form before participating.

## **10. Data Protection & Privacy**



**UKCKMA** complies with the UK GDPR and Data Protection Act 2018.

- Personal data collected from students is used solely for membership, safety, and communication purposes.
- Data will not be shared with third parties without consent unless required by law.
- For more details, please refer to our Privacy Policy.

## **11. Complaints Procedure**

If you have a complaint, please follow the procedure below:

- Raise concerns informally with the instructor or club manager.
- If unresolved, submit a formal complaint in writing to **UKCKMA** via email or post.
- If the complaint relates to safeguarding or is not resolved, it can be escalated to BMABA's Safeguarding Team via [safeguarding@bmaba.org.uk](mailto:safeguarding@bmaba.org.uk) or by calling 01798 306546.

## **12. Amendments & Updates**

**UKCKMA** reserves the right to update these Terms & Conditions as necessary. Any significant changes will be communicated via email or posted on our website.

## **13. Acceptance of Terms**

By training with **UKCKMA**, you acknowledge and agree to these Terms & Conditions.

For any questions, please contact **UKCKMA** at [info@ukckma.co.uk](mailto:info@ukckma.co.uk)