

Phoenix School Of Martial Arts

"From the ashes, we will rise"

Freestyle TaeKwonDo

STUDENT HANDBOOK

Introduction Edition

Welcome to the Phoenix School of Martial Arts!!!

Congratulations, you started on your journey of self-discovery and understanding has begun. In this documentation, you will find all the information you need when training in The Phoenix School of Martial Arts (SMA) Freestyle TaeKwonDo Programme. From how to stand to learning the sequence of Forms, to knowing the rulings of sparring, students will find that this resource will be an immense help throughout their training.

This handbook is designed to aid to you as a student and/or parent of a student in your Martial Arts training. This manual is not intended to be a replacement for your Instructor but as a reference so students can practice at home or away from your training venue. However, you must remember that any physical activity cannot be fully learned from the written word. Only with regular practice and guidance from your Instructor, will you soon see the physical, mental and lifestyle rewards that Martial Arts training has to offer.

Freestyle TaeKwonDo

The Freestyle TaeKwonDo (TKD) curriculum that is taught as all Phoenix SMA Centres is based around several different although similar TaeKwonDo systems. With so many different styles of TKD available it is hard to make a choice to what style is best. At Phoenix SMA we do not have to answer to a governing body and be told, "you can't teach that" just because they decide they simply do not want to. This gives Phoenix SMA the freedom to teach what we believe to be the best parts and combinations of areas of training from the several different styles and systems that we have trained and studied within.

자유형 태권도



Who developed the curriculum?

The Phoenix SMA Freestyle TKD curriculum was developed by Chief Master Matthew Marshall (left) who has spent most of his Martial Arts career training and studying in several TKD organisations and learning different points of view on how to train. After experiencing several different systems of TKD, Master Marshall took this knowledge and developed the curriculum that is taught at all Phoenix SMA Centres. Now with a team of Instructors teaching with him, their input and experience also has an impact of classes and curriculum. With this open-minded approach in place, anyone who has had previous training and/or obtained rank with another TKD organisation, can continuing training with Phoenix SMA and not have start from the beginning, unlike other systems. At the end of day, the same basic elements are at the core of all styles of martial arts.

A Brief History of TaeKwonDo

There are many different interpretations and opinions of how TaeKwonDo came about. The martial art that is commonly known as TaeKwonDo is relatively new in comparison to other martial arts. It has a wide and mixed view about its history and origins. TaeKwonDo was given its official name in April 1955. The name TaeKwonDo is broken down into 3 separate words: "tae" 태 (to smash, break, strike etc. with the hand or fist), "kwon" 권 (to smash, break, strike etc. with the foot) and "do" 도 (the way of or method of).

There are several styles/organisations of TKD. Master Marshall trained under The International TaeKwonDo Alliance (ITA) that was base in America, for a little over 10 years. The core TKD Curriculum is greatly influenced by this organisation and several other original TKD Kwan's (schools/gyms). General Choi Hong Hi (who founded The International TaeKwonDo Federation (ITF)), is widely known for being the Father of TaeKwonDo. Tracing back through the roots of some of the other big TKD organisations, almost all of them began their training under General Choi and/or the ITF.

Being such a new martial art, TaeKwonDo is still to this day being developed. With each new Black Belt, Instructor, Master, Senior Master etc. comes new points of view and perceptions of how TaeKwonDo is to be practiced. Many Instructors and Masters have branched off from their original organisations to develop their own practices and styles of TaeKwonDo. There is no one way to practice the art of TaeKwonDo, just as there is no one way to practice painting. The art is developed and interpreted by the practitioner and then is passed on to their students and in turn is passed on again.

After studying and training in numerous TKD curriculums, the Freestyle TKD Curriculum that is taught at all Phoenix SMA Centres, was devised to follow many elements such a Forms (patterns), Sparring, Breaking and of course Self Defence. This blend of influences has created a unique but familiar system that allows everyone, whether new student or old, to enjoy the benefits of TKD training in an open-minded approach.



TO EXPECT FROM A CLASS?

As a beginner in any martial art or sport, students have much to learn. Every new student starts with two left feet and may be very unsure of their abilities, however in time these traits will soon disappear. Throughout their training, Instructors will always remind students that there is not such word as "can't" when learning a new skill. When trying something for the first time, it will not always be how it should be, but that's what your Instructors are there for. Attentiveness, always trying your hardest, attend class regularly, and using the set Grading system to help your training progress with set goals and mile markers, then in time success!!!

We encourage every student to attend at least 2 lessons a week to progress through our Grading system regularly, as well as practicing at home. At Phoenix SMA we understand that life can sometimes get in the way of your training and hobbies, so if you find yourself falling behind, you can contact your Instructor to arrange catch up sessions to get you back on track.

Who will be teaching you?

There will always be a Senior Instructor leading a class. With anything from 1 to up to 50 people attending each class, Instructors attention must be given to every person and so you may find times when the Leading Instructor is not immediately available to answer your questions. In these cases, there are other students that attend classes that volunteer as Instructors. Any student that wears a stripe down both trouser legs is a member of the Phoenix SMA Instructors Team. If the Leading Instructor is taking time to address another student's query, then you can ask another member of the Instructors Team for help.

The Physical & Mental Element

Training in any Martial Art involves physical activity and can often be mentally demanding. Within your training, we aim to develop both the physical and the mental, thus creating a balance between the body and mind. Many Martial Arts, including TaeKwonDo, are based around self-defence. If a person is emotional weak and loses emotional control if confronted, they are less likely to be able to fully defend themselves. At the same time, if they do not possess the physical strength and stamina to move quickly and effectively, then they would also be less likely to defend themselves. Your TaeKwonDo training will contain many different exercises and drills to develop these skills. Each class is specially designed to increase each student's fitness, strength, stamina, skill etc. Classes may prove to be physically and mentally demanding, but you will never be forced to do anything you don't feel you can; however, there will always be an Instructor encouraging you to try harder.

WHAT EVERY STUDENT SHOULD KNOW

They are many procedures and protocols that are used within a regular training class. These are in place to not only maximise learning and develop a student as a martial artist but also to insure the safest possible environment to do so.

Answering Up

Answering up is a valuable tool in Martial Arts training. Every student should answer up every time an instruction is given. This protocol is not designed to stroke the ego of your Instructor/s but to enable you to maintain your alertness. If you do not answer up it demonstrates two things to your Instructor 1) you are not paying attention, so then the Instructor must repeat themselves, 2) you have poor attitude or lack of respect for your Instructor. Both must be corrected immediately. How to answer up is easy. When an instruction is given, you respond by saying "Yes Sir!" or "Yes Ma'am!" and do as directed. The only time you should not answer up is whilst stretching as this is a period quiet relaxation for both the body and the mind.

How to Address and Interact with Other Students and Instructors

Phoenix SMA promotes a fun and friendly atmosphere in every class. However, like in all other Martial Arts, common courtesy and respect is expected by all. When addressing a student and especially a Black Belt, you are to refer to them as Mr, Mrs, Miss (followed by the students' last name). All Black Belt students will have their full names written on their uniforms and belts so students and visiting Instructors can address them individually. If you are unsure of someone's name, then you should address them as "Sir" or Ma'am". After training in a group of people for some time, friendships will naturally develop, however students should ideally maintain this protocol when in the classroom.

Bowing: When and How

Bowing in Martial Arts is a sign of respect. We honour this eastern custom in every class. Other than when directed, you should bow as you enter and exit the training hall, to your partner as you begin and end a sparring round, drill, one step etc. and to your Instructor each time they have helped you in your training. The correct way to bow is to stand with feet together, hands at sides and bending at the waist about 20 degrees. Eyes should always look towards the person/s you are bowing to - - to show the top of your head is disrespectful.

Sitting, Standing and Moving

When an Instructor is describing something, you will be either sitting or standing. When sitting you should have your legs crossed and hands on your knees. When standing (when not in a stance) you should have your feet slightly apart and hands behind your back. These 2 positions help to ensure that you have your full attention on what is being said and/or done and that you concentrate 100%. When moving across the training hall you should always run and not walk. You should never travel through spaces where someone is training or between an Instructor and the student they are teaching.

STUDENT DISCPLINE

Discipline is a big part of any martial art. In the past, an extensive number of push ups or other physical exercises were given to students as a method of correcting bad behaviour or disrespect. However, over the years this has proven a very poor way to develop appropriate behaviour. Within all Phoenix SMA Centres there is a Penalty Point System that Instructors may use to maintain discipline. If a student misbehaves or is disrespectful, the Leading Instructor will explain that their actions were wrong and not to do it again. If that student misbehaves again then they will be given penalty points.

Any Certified Instructor can give these points. Points can be given to any student, regardless of age or rank. Such things as talking out of turn, being disrespectful of your Instructors or senior students, bullying, misusing your training etc. may result in students receiving penalty points. The amount of penalty points given will depend on the severity of what the students has done. For example, talking out of turn may result in getting 1 penalty point, however bullying or misusing your training could result in receiving up to 5 penalty points. If a student is demonstrating the same misbehaviour, they will not get a warning and simply be given penalty points.

Consequences of receiving Penalty Points

When it comes to a student's Grading, any penalty points that are on a student's record will be deducted from their total Pass Mark. For example, a Blue Belt student has received 2 penalty points during their time at that rank. On the day of their Grading, the student scores 41 which will give the student a PASS as Blue Belts require 40 to be promoted. However, the 2 penalty points will reduce their score to 39 resulting in a failed Grading!
If a student receives 5 penalty points, they will be barred from classes for a time decided by the Senior Instructor. Penalty Points are only reset after a student has Graded, so the 5 penalty points will remain when the student returns to classes. If a student receives a ban on 2 occasions because of receiving 5 penalty points, they may be expelled from classes permanently and all ranks will be revoked.

In some cases, penalty points can be removed if the student shows a drastic change in attitude and/or behaviour. Only Certified Instructors may remove penalty points.

STANDARD CENTRE POLICIES

These policies are in place across all Phoenix SMA Centres. They have been put into place to insure a more efficient, successful, enjoyable safe and trouble-free environment for everyone. Phoenix SMA believes that it is important that members, Instructors, administrators, and parents associated with the school/club should, always, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open and to share any concerns or complaints that they may have about any aspect of the school/club with any of the Centres Instructors.
Discipline and rules are important and must be followed for the sake of your safety and the safety of others.

1. Never attempt any technique until you have been shown by an Instructor.

2. Never sit on, swing from or abuse the equipment.

3. Never use bad language in the club or shout / scream in the classroom or training centre.

4. Never eat or chew during the lesson as this could be a choking hazard.

5. Always wear your uniform unless given permission to do otherwise.

6. Jewellery must be removed in the interest of safety.

7. Do not talk during the warm up section because you may miss valuable instructions.

8. Never talk whilst an Instructor is talking for the same reason as number 8.

9. Never show deliberate aggression towards anybody in the centre.

10. Never argue with, be disrespectful towards or contradict an Instructor.

11. Always show respect to anyone who holds ANY rank/grade higher than you do.

12. Smoking, consuming of alcoholic beverages or the use of illegal drugs, will not be tolerated. The use of illegal substances will be immediately reported to the police.

13. Any "live" bladed weapons are not allowed in the centre at any time.

14. If you have any concerns regarding you or your child's training, Grading, Tournament entries etc. then speak only to a Certified Instructor at an appropriate time and not interrupt a class or event to voice your opinion or concerns.

15. Do not attend a class or event if you are ill.

16. Children/minors should not be left more than 10 minutes before a class and must be collected when the class or event finishes. Instructors will not be responsible for them after the class or event.

17. Do not interrupt an Instructor leading the class or event once it has begun unless it is an emergency.

18. Mobile phones or pagers should be turned off or on silent during any Phoenix SMA activity unless it is an emergency, and the Senior Instructor has been informed.

19. Always be on time for any class or event. If you know you may be late, inform the Senior Instructor and they will decide whether you may still attend.

20. Although Phoenix SMA is a strong believer in expanding one's knowledge, it is not encouraged that non-Black Belt students undertake another martial art whilst enrolled with Phoenix SMA. This is simply a recommendation as each martial arts discipline is complex, and cross training in more than one at a Colour Belt level will only hinder the progression of the student.

21. Do not sell or pass on ANY Phoenix SMA or other martial arts equipment or attire without first speaking your Senior Instructor. To do so may reduce the safety of the student and demonstrates lack of respect for your School and Instructors.

22. Any closures due special/regional events or hired premises unavailability with not result in reduced fees.

23. Bullying of any kind will not be tolerated. Those found to be bullying another student or student's family members or friends within Phoenix SMA Events or class time, will be suspended from any Phoenix SMA events until the situation can be resolved. If the situation cannot be resolved, then membership will be permanently revoked, and all Grades achieved will also be revoked.

24. Phoenix SMA operates on a non-refund policy. If students have purchased attire or safety equipment that is not the correct size, then it may be exchanged for the correct size. With regards to class or event fees, if students have paid for these items, they must attend as will not be refunded. If a student cannot attend due to illness or any unexpected issue, then they may be credited for the next event or class.

25. All students must wear correct attire to all classes and events. If proper attire is not worn, then students may not be allowed to take part.

26. Personal hygiene should be observed during classes and events. As students come into proximity to each other throughout training, all parties should assure that both bodies and clothing are clean and/or washed before coming to class. Long hair
should be tied back and finger and toe nails should be trimmed.

27. Any parents, family members or friends that have been given permission to observe a class or event must not interfere with the running of the session once it has begun. All Certified Instructors are fully capable of dealing with anything that may arise. If assistance is required, centre staff or emergency service will be alerted.

28. Violation of any of these policies may result in membership being suspended or revoked. This decision will be left to the School/Centres Senior Instructor.

HOW FAMILIES AND FRIENDS CAN HELP WITH TRAINING

Parents, family members and friends can play a vital part in students training. With the encouragement and support of family members and friends, students of all ages will benefit in their training. The following policies should be observed by all family members and friends that are connect with a student's training:

1. Encourage the student to learn the rules and train with them at home.

2. Discourage unfair play and arguing with Instructors.

3. Help the student to recognise good performance, not just results.

4. Never force the student to take part in Martial Arts unless he/she chooses to do so.

5. Recognise and acknowledge fair play and applauding good performances of all.

6. Never punish or belittle a child for losing or making mistakes.

7. Publicly accept Instructors judgments.

8. Support the student's involvement and help them to enjoy their Martial Art.

9. Use correct and proper language always.

10. Encourage and guide participants to accept responsibility for their own performance and behaviour.

Parents of younger students are reminded that although Phoenix SMA Classes are available at least 5 times a week, that they are not a substitute for a babysitting service. If the child is insistent that they do not wish to attend, please do not force them to come along as they will only hinder both their own progress as well as others in the class.

BELT SYSTEM: Order of Rank

The first step in the Freestyle TaeKwonDo training is White Belt, which give to students upon joining. White Belts learn the basic foundations of Freestyle TaeKwonDo, enabling them to learn more easily as their training progresses. The Ranking System has 10 Colour Belt Grades that has a designated belt for each Grade. For every belt, there is also a number, starting from 10 and working backwards to 1. Listed below is the order of the belts and the age requirements need to achieve them:



White Belt – 10th GUP *(3 years old)*
Grey Belt – 9th GUP *(4.5 years old)*
Yellow Belt – 8th GUP *(5 years old)*
Orange Belt – 7th GUP
Green Belt – 6th GUP *(6 years old)*
Blue Belt – 5th GUP
Purple Belt – 4th GUP *(7 years old)*
Brown Belt – 3rd GUP
Red Belt – 2nd GUP *(8 years old)*
Senior Red Belt – 1st GUP

Junior Ranks – Level Grades *(under 10 years old)*

Those under the age of 10 learn more easily information is broken down into smaller amounts. As White Belts, there is more to be learned than just Grading requirements. Classroom protocol and procedures will need to be learned as well as physically learning how their bodies can move and stretch, as Martial Arts training will require students to use muscles in ways, they are unaccustomed to, this will be a lesson in itself. As well as considering the age requirements for each rank, those under 10 have a separate system they will follow called Level Grades.



The White Belt syllabus is broken down into 8 stages, using coloured stripes running through the white belt to show the students advancement. The order in which the colour stripes will proceed will be similar to the order in the Colour Belt Grades: Yellow, Orange, Green, Blue, Purple, Brown, and Red.
This is known as the Lil' Dragons Programme.



Between Grey through Red Belt, the syllabus for each rank is then broken down into 2 levels. Level 1 is designated with a white stripe, Level 2 belts a black stripe. Students may progress through both Levels between Grey & Blue Belt; however, this must be applied for when achieving a new colour belt and will entail learning the full grades material, attending more classes, and fulfilling additional requirements. This may only be done 3 times, and the student must be at least 7 years old.



Between Grey Level 1 and Red Level 2, students can Grade for each level after a minimum of 10 weeks (if deemed ready). At Senior Red Belt, students must spend at least 20 weeks at this rank (30 weeks if under the age of 10). If a student has scored an A or higher at their 3 previous Gradings, they may have permission to Grade after a minimum of 10 weeks, but only at their Instructors discretion.

BLACK BELT

Once a student has achieved all the Colour Belt Ranks, they can Grade for Black Belt.



DEGREES OF BLACK BELT

Just as the Colour Belts have 10 Grades, so does the Black Belt. These Grades are called Degrees, starting from 1st to 10th. From 1st Degree through 4th Degree, there are 3 levels per Degree and has its own criteria. These levels give the student short term goals to achieve, as there is a significate time in rank required at each Degree.

AGE REQUIREMENTS FOR RANK

The youngest age someone can achieve a 1st Degree Black Belt in Freestyle TaeKwonDo is 10 years old. At each Degree, there is a minimum age requirement:

2nd Degree – 12 Years Old
3rd Degree – 16 Years Old*
4th Degree – 20 Years Old
5th Degree – 26 Years Old
6th Degree – 32 Years Old
7th Degree – 38 Years Old
8th Degree – 45 Years Old
9th Degree – 52 Years Old
10th Degree - 60 Years Old

**if have trained for a minimum of 10 years when being eligible for 3rd Degree, students may Grade at the 15.5 years old.*

JUNIOR BLACK BELT LEVELS

There are some exceptionally talented and gifted young people that may have the ability to achieve Black Belt Ranks before the age requirements allow. With the mindset of having short term goals, the Junior Black Belt is used between the age of 9 and 12. Students within these ages will promote from Senior Red Belt – 1st GUP to Junior Black Belt. Like with the Colour Belt Level Grades, there are 2 levels to the Junior Black Belt; Level 1 is designated by a black belt with a white stripe. Level 2 is designated a black belt with a red stripe. Level 1 students must design their own Form (as well as meet other requirements). At Level 2, they must prepare a demonstration of their favourite aspect of training (other than Forms), to achieve 1st Degree Black Belt Level 1. If the student turns 12 at Junior Black Belt Level 1, they may Grade straight to 1st Degree Black Belt Level 1.

(Students under the age of 16 will be designated as Junior Black Belt Degrees)

JUNIOR 3RD BLACK BELT

If a student is under the age of 13 when achieving 2nd Degree Level 1, they will progress onto Junior 3rd Black Belt before moving onto 3rd Degree. To do this, they will design a demonstration for their Grading to 3rd Degree Level 1.

MASTER RANKS

Once a student achieves 5th Degree, they are given the title of MASTER. Each time a student is eligible to Grade, they will perform a demonstration at a formal event. As the rank increase, the title of Master will also change:

6th Degree – Chief Master
7th Degree – Senior Master
8th Degree – Grandmaster
9th Degree – Senior Grandmaster
10th Degree – Supreme Grandmaster

Dress Code

All students will receive a white uniform (dobok) when joining any Phoenix SMA Centre. They are to be wore when training and attending any formal events. *(Female students may wear an under garment under their jackets)*. Uniforms MUST be kept clean and ironed. When in a training class, students can choose to purchase a Phoenix SMA Training T-Shirt from their Instructor. T-Shirts can be worn in place of the Jacket. Also, Black Phoenix SMA approved trousers can also be worn. The students belt should always be worn. All jewellery should be removed when training, with the exception of religious or medical items.

Formal Events Uniform Insignia

Phoenix SMA uniform code stipulates that all students should have the following insignia:

Phoenix SMA Front Logo

Freestyle TKD Back Logo

If a student decides to become an Instructor, an Instructor Patch is worn under the Front Logo plus addition striping is to be added to their uniform:

Assistant Instructors: - Red striping through jacket collar & down outside of leg

Junior Instructors: - Red/Black striping through jacket collar down outside of leg

Trainee & Regional Instructor: - Black striping through jacket collar & down outside of leg

Certified Instructor: - Black striping through jacket collar, cuffs & down trouser legs

(Instructor may also wear black training trousers with a double white stripe to help students identify them when training. Students may ask them for help if the Instructor(s) taking the class isn't immediately available)



WHY THE PHOENIX SMA LOGO IS THE WAY IT IS

The phoenix legend tells of a creature that no matter what happens to it, it will always rise from its ashes. The school motto "From the ashes, we will rise" mirrors this ideology. The phoenix is depicted in a circle to show the on-going journey that it takes through life, just as the student has an on-going journey through their training. The name "School of Martial Arts" was chosen to show that our system is open minded and is always looking to expand our knowledge in all the martial arts we are exposed to, not just TaeKwonDo.

The Tenets of TaeKwonDo

There the 5 Tenets that all Freestyle TaeKwonDo Students are to follow when in class and are encouraged to live by:

Courtesy, Integrity, Perseverance, Self-Control & Indomitable Spirit.

These 5 Tenets commonly associated with most TaeKwonDo Organisations.

Courtesy (Ye Ui) Being Polite and Respectful

Courtesy promotes mutual understanding, harmony, peacefulness, humbleness, cooperation, respect, and a sense of justice. Having the appropriate manners and etiquette to other around you, displays a good understanding of courtesy.

Integrity (Yom Chi) Always Doing the Right Thing

In TaeKwonDo, we must be able to determine right from wrong and to have a conscience. We must always seek to integrate our thoughts, feelings, and values within ourselves and with the world in which we live through consistent actions. If we demonstrate integrity in our daily interactions with others, people will learn to regard us as dependable, responsible, and honest.

Perseverance (In Nae) Never Giving Up

Perseverance is the quality of being insistent. Success comes to those who do not give up. It takes a lot of work to achieve something truly great. A large amount of personal satisfaction may be gained from the growth, mastery, and self-knowledge that come from practice and commitment to a goal.

Self-Control (Guk Gi) Being Master of One's Own Impulses

A loss of self-control in class may result in injury to yourself and others. Your ability to get along and adapt to your environment and to recognize your capabilities is also a measure of self-control. An inability to live within your capabilities demonstrates a lack of self-control. For example, if during sparring one does not have the control to kick to the face without contact but does so anyway, this reflects a lack of self-control that could have dangerous consequences. Self-control means never having to say you are sorry.

Indomitable Spirit (Baekjul Boolgol) Never Wanting to Give Up

Indomitable spirit means standing up for what is just, regardless of who tells you that you are wrong. It means having the courage to be yourself, and to do what you think is right regardless of the pressures people put on you. Finally, it means having a strong spirit that is not crushed or swayed by adversity or obstacles.

CLASS SEGMENTS

Although Phoenix SMA Instructors will try to include as much as possible in each class, not everything can be covered. To ensure that students learn in the most effective way possible, each class can be broken down into segments. Each segment isolates an area of training. Below are the areas in which a class maybe broken down into:

Opening
Warm-Up
Stretch
Drills
One Steps
Self Defence
Form
Sparring
Board Breaking
Fitness Training
Cool Down
End of Class Stretch
Closing

Each class will vary to what is taught depending on where in the Grading Cycle the class is, and the attending students' needs and goals. Some sections may not follow this order.

Opening

How to Begin Class

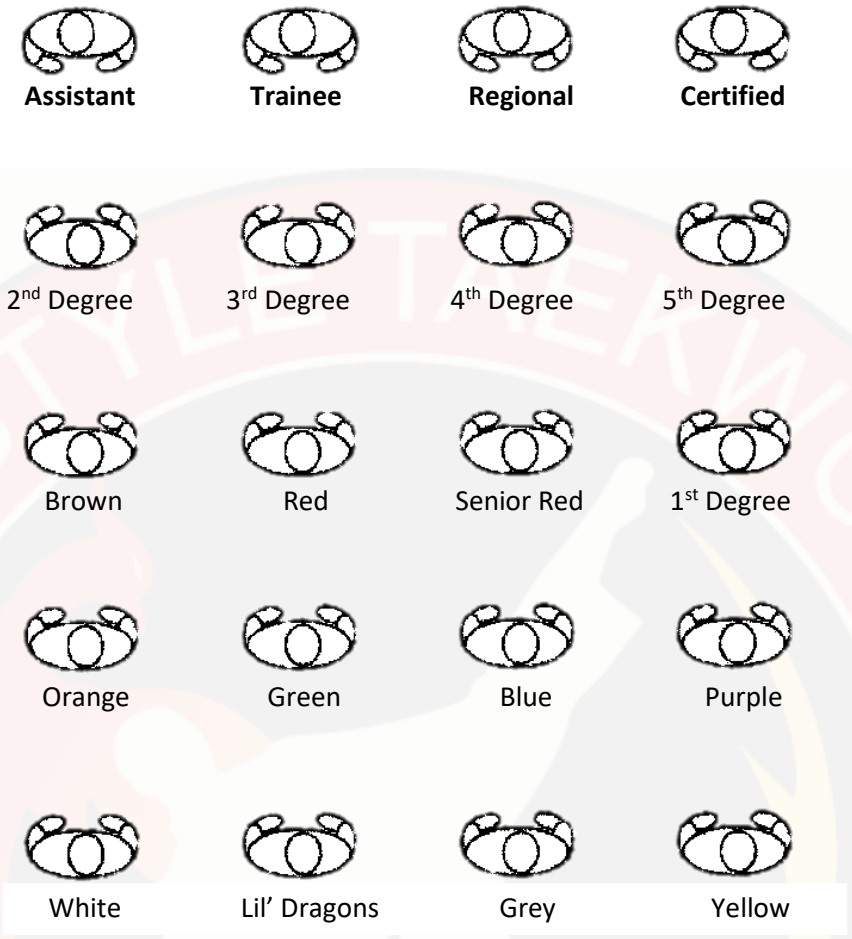
When starting a formal class or an event, students will line up in rank order starting with the highest-ranking student at the far right of the training hall. The leading Instructor will stand in front of the senior student and their Trainees/Assistants will line up to their right, in front of each student.

The class will then proceed with the follow protocol:

- The senior student claps their hands loudly two times.
- They then say aloud "Charyeot, Kyong ye" (attention, bow).
- Everyone comes to attention and bows.
- The senior student then says aloud "Tenets of TaeKwonDo begin".
- Everyone will recite the Tenets of TaeKwonDo.
- The senior student will then say "Kyong ye" (bow)
- Everyone bows.

If there any Trainees or Assistants helping in class, they will face the leading Instructor and bow.

This diagram shows an overhead view of how Instructors and students would line up:



Warming Up & Stretching

With any physical exercise, it is important that you warm up and stretch properly, allowing your body to be ready for the demands required for a cardiovascular workout. Once students have bowed in, an Instructor will begin a gentle warm up consisting of running, skipping, stationary exercise, basic floor drills etc. to increase the blood and oxygen flow around the body. The next step is to stretch the body to minimise any possible strains that maybe caused by the upcoming workout. The stretch routine may vary from school to school; however, Instructors will make sure to describe each position in their routine. Any Instructor or even Senior Student may take the class through the stretch. With the blood and oxygen flowing more quickly after the initial warm up, students should not speak during the stretch routine. This will maximise the use of oxygen being used throughout the body as talking, even quietly, can use as much oxygen as a brisk walk. Answering up is also rescinded during any stretch: this is a time for relaxation and preparation for body and mind to be ready for an intense workout.

Typically, the "drills" segment of the class will follow the beginning of class stretch, however depending on where in the Grading Cycle the class is, the Leading Instructor may choose to continue with another segment.

Drills
Drill work is an important part of TaeKwonDo training as it allows the student to practice specific techniques. Drills can be performed as a class or individually. Below are the more common drills that student will practice:

Target Drills: using a hand-held/paddle target, shield, focus mitts or Tai pads, students work as a pair or as a group.

Floor Drills: floor drills are done individually but can be performed as a class. Students do not have visual targets to focus so they must use their minds eye.

Sparring Drills**:** typically done in pairs, students work on blocking, distancing and combinations.

Balance Drills**:** using objects to balance i.e., walls, chairs or balance bars, students work on muscle memory, strengthening and technique.

Forms
Students may work individually, as a group or as a class on forms.

Step Sparring & Self Defence
Typically done in pairs, students learn and recall previous steps or begin to design their own.

Sparring
Working on Free, Grading, Points and/or Competition Sparring. Students may be separated into height, age or rank groups.

Fitness Training
Students will go through exercises such as push-ups, sit-up, lunges, grid sprints, shuttle runs etc. to improve their fitness and stamina and increase muscle strength.

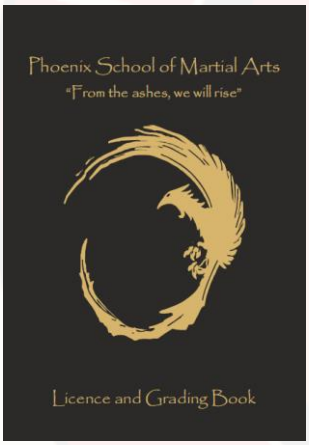
Cool Down
Cooling down is important after doing strenuous exercise that you cool the body down. Typically, a gentle walk is completed by the entire class for approximately 2 minutes.

End of Class Stretch
Just as it is important to stretch at the beginning of the class, the same is true at the end of a class. Also, now the body is warm, this is an ideal time to help increase flexibility.

Closing
Typically, a class should close with students lining up in rank order then bowing into the Instructors. At the end of the class all students will line back up (Leading Instructor may choose to insert late arrivals into the correct places at this point). The following protocol will then be followed:

- The senior student claps two times
- They then say loudly "Charyeot, Kyong ye".
- Everyone bows.
- The second senior student (the student directly left to the senior student) will then say aloud "turn and face the senior student".
- All students will then face the senior students and any trainees/assistants will face the leading Instructor.
- The second senior student will then say loudly "Kyong ye".
- Everyone bows.
- The second senior student will then say, "turn and face the front."
- The leading Instructor will then make any announcements then dismiss the class.

LICENCE AND MEMBERSHIP



When students sign up to Phoenix SMA they will get a year's licence and membership with Phoenix SMA. For students to have their rank ratified they will also need to become members of the National Supporting Martial Arts Body. This membership is to be renewed annually. Without this membership, students will not only be able to Grade but will not be covered with member-to-member insurance. The expiry date to each member's licence and membership is in their licence book.

If a student's licence has expired, they will not be allowed to Grade or enter any formal events.

GRADING

Students must Grade to earn their rank. Once the Grading is completed, students' results are recorded and then are nationally ratified when the student next renews their licence. Once a student reaches Black Belt, their name and rank will be added the National Black Belt Register.

Gradings are formal events therefore students must wear full formal uniform. It is encouraged that students arrive at least 15 minutes before the scheduled time to hand in their licence books and start to warm up. Spectators may be present but must remain quiet and not interfere the running of the Grading.
PLEASE NOTE: It is at the Senior Instructors discretion to whether spectators may be present.

At each rank, students must not only perform a physical demonstration but also show the correct attitude, behaviour, and etiquette. They must have also spent the required amount of time at each rank. The time in rank varies for each belt, (see Ranking System Charts for details). Each Grade has its own Form which students must perform correctly and within certain expectations to pass. As well as Forms, students must also perform sparring, self-defence techniques and board breaking (from Green Belt onwards) as well as technique drills:

White & Grey Belts: -
- One Steps
- Self Defence
- Technique Drills

Yellow & Orange Belts: -
- Sparring
- Self Defence
- Technique Drills

Green to Red Belts: -
- Sparring
- Self Defence
- Technique Drills
- Board Breaking

Students are expected to show improvement in skill and technique every time they Grade as well as basic knowledge about their rank. Each section is assessed and categorised between A** and F (Outstanding to Fail). The average score for each area will then give the end result and will dictate if the students will pass to their next rank or not.
If a student is unsuccessful in passing their Grading, the student must Re-Grade at the next available opportunity.

Each rank/belt has set requirements that students must demonstrate to progress through the Grading system. In the following 4 editions, the requirements are set out for students to use as a reference when practicing at home or even if they wish to use it as a quick reminder in class if an Instructor is not immediately available. *NOTE PLEASE: it is recommended that students only study the sections relevant to their current rank and not study any further, as the knowledge taught at each belt must be absorbed before moving on.*