



Rules & Regulations of the LCRD Sport Taekwondo Center

Taekwondo Protocols

There are numerous Taekwondo organizations with hundreds of instructors teaching in hundreds of dojangs. Each organization and instructor teaches his or her own interpretation of Taekwondo and operates his or her dojang in accordance with his or her own rules and protocol. The protocol presented below may or may not be in accordance with that of other dojangs, or national or local organizations.

Training in Taekwondo is mental, as well as physical. In addition to self-defense techniques, students learn to build self-control, discipline, and respect for other people. As a part of the training, certain traditions and formal behaviors are observed (protocol). These behaviors do not have any type of religious symbolism; they merely show respect for the oriental cultural roots of Taekwondo.

Etiquette is an integral part of dojang protocol. Etiquette is your actions that express your respect of another person. Etiquette is a lofty and valued attitude and is a source of harmony and solidarity. To maintain order in a group of students, especially children, there must be strict discipline and enforcement of the rules of etiquette. A moral and modest attitude is important in etiquette. Etiquette "ye" is an essential part of Taekwondo training. Ye is an abbreviation of "kyongnye," the bow that signifies respect to another person or thing.

Students must constantly be guided by a deep respect for Taekwondo, the dojang, and all members of the dojang. Good manners, politeness, courteous behavior, and maintenance of formal etiquette are part of training. Students must know dojang protocol and always obey it.

Student-Instructor Relationship

Confucian values form the base for the Taekwondo student-instructor relationship. These values teach that children must remain obedient and loyal to their parents throughout their lives. Likewise, students are to always obey and respect the instructor. In return, the instructor teaches students to perform Taekwondo properly, helps them become physically and morally strong, and helps them build good character. A dedicated and sincere instructor is an absolute necessity for proper Taekwondo training, and the instructor needs equally dedicated and sincere students. The student-instructor relationship is based upon mutual respect. The instructor must always exemplify the highest level of integrity both inside and outside the dojang. Students must never do anything to dishonor the instructor or the dojang. A student's misuse of Taekwondo or the creation of a bad personal reputation within the community may result in his or her suspension or expulsion from the school.

Student Attitude

- Never tire of learning! Be ready to learn anywhere, any time; this is the secret of knowledge. Be eager to ask questions and listen. Appreciate the thrill of learning. Respect the skills you are learning, and the efforts it took to bring them to you.
- Be willing to sacrifice for Taekwondo and your instructor. Never be disrespectful to the instructor. Follow the instructor's instructions to the best of your ability. Always be loyal to the instructor and his or her teaching methods. If you disagree with any procedure or technique, discuss it privately with the instructor.
- Practice what you learn and try to perfect your techniques to the best of your abilities. This includes spending spare time doing conditioning exercises at home.
- Discard any technique you have learned from another school if your instructor disapproves of it.
- Always set a good example for lower belts. Remember they will try to emulate senior students. Help other students to learn and succeed, remember that you all share common goals and interests.
- Remember your conduct inside and outside the dojang reflects upon Taekwondo and the instructor. With your Taekwondo skills comes great responsibility.
- Behave honorably and always be polite.
- Try to live by the tenets of Taekwondo.

Respect

Taekwondo students/athletes always show respect for Taekwondo, the dojang, the instructor, higher-rank belts, fellow students, and themselves. Bowing is the universal sign of respect in the martial arts community.

Students should always bow:

- Entering or leaving the training area.
- First seeing the head instructor or assistants. Bow to them again when leaving the dojang.
- Beginning and ending a class session.
- Beginning and ending practice with a partner.
- Exchanging training equipment with a partner.
- Beginning and ending of a form and step sparring.

Show respect for Taekwondo and the dojang by observing the following:

- Be on time for class.
- Be clean, well groomed, and have a clean uniform at each class.
- Bow when entering and leaving the dojang.
- Everybody is responsible for the appearance and cleanliness of the dojang.
- Never laugh or make fun of a fellow student.
- No food, candies, or gum in the training area.
- No weapons are permitted in the dojang except as specifically authorized by the instructor.
- No profanity, foul language, derogatory remarks are allowed or tolerated.
- Do not lounge in or about the dojang.
- No smoking, alcoholic beverages, or illicit drugs are permitted in the dojang.
- No unnecessary noise. Do not bother others with needless chatter.
- Do not try any techniques until the instructor has shown them to you.
- Do not teach any techniques without the instructor's permission.
- Do not free-spar without permission of a dojang black belt who will directly monitor the sparring.
- Never misuse the techniques that are taught.
- Never practice techniques in schoolyard.
- Taekwondo techniques are not to be used outside the dojang, unless your safety or the safety of others is in jeopardy.
- Always treat other persons and their property with courtesy and respect, inside or outside the dojang.
- No horse-play (running or wrestling). Respect and order will be maintained at all times.
- No street shoes are to be worn in the workout area.
- Report all injuries and blisters to the instructor.
- Set a good example for the other students, especially for lower belts.
- Visitors
 - Parents and visitors are welcome to watch class.

- Parents should not talk to their children during class-time. Please leave the discipline and coaching to the instructors.
- Do not knock or allow children to play with the **door or fire alarm**.
- Students are responsible for their guests and safety equipments.
- During class, visitors may observe quietly from the seats provided and leave during breaks or at the end of class.

Show respect for the instructor or assistants by observing the following:

- Respond quickly to directions or questions from instructors, without question or hesitation.
- Never argue with your instructor.
- Concentrate totally on the instructor's directions.
- Keep quiet while the instructor is speaking or demonstrating techniques.
- Attend classes regularly. Notify the instructor if you are unable to attend for more than one week.
- Bow to instructors before addressing them and bow again when the conversation is finished.
- Address instructor as Mr./Ms. (last name) or sir/ma'am.
- If you are called upon or are told to do something by the instructor, answer with "Yes sir/ma'am!"
- If you need to ask the instructor a question, say "Excuse me sir/ma'am" and wait for a response.
- If you are having trouble learning a technique, first try to figure it out by watching others, then asks the instructor for help.
- If expected in class and you will be absent or tardy, notify the instructor as soon as possible.
- **Pay your tuition** promptly. It is not polite or respectful to expect a school or instructor to wait for you to pay your tuition.
- Never do anything to dishonor the school or your instructor. Your conduct, in and out of class, reflects upon Taekwondo and the instructor.

Show respect for higher-rank students and fellow students by observing the following:

- Use control in free sparring and step sparring.
- Bow to partner when exchanging training equipment.
- Seek assistance from your seniors when the instructor is not present.

- Bow to your seniors before addressing them and bow again when the conversation is finished.
- When addressing higher rank students, use "sir" or "ma'am."
- If you are called upon or are told to do something by a higher-rank belt, answer with "Yes sir/ma'am!"
- Higher belts may instruct you (although they are not black belts). When they are instructing you, give them the respect and attention you would to any instructor.
- Turn away from the instructor, ceremonial wall, higher rank student, or opponent when adjusting your uniform or belt.
- Never display a bad temper toward an instructor or fellow student.

Show respect for lower-rank students by observing the following:

- If a junior displays a lack of knowledge of a rule or technique, it is the responsibility of the senior to inform, clarify, or teach.

Personal Grooming

Practice proper dress and grooming by observing the following:

- Keep yourself clean and well groomed.
- Keep fingernails and toe nails clean and closely trimmed.
- **Watches, rings, earrings, or jewelry** of any kind will not be worn during training, except eyeglasses when necessary. Leave valuables in the secure area.
- Wear a fresh, clean uniform to each class.
- Wear the proper uniform as specified by the instructor.
- Tie belt properly with ends of equal length.
- Help keep the training area, dressing rooms, and rest rooms clean.

Sparring

Sparring equipment is mandatory for free sparring. Equipment must include mouthpiece and head, foot, hand, elbow, and shin pads. Bring sparring equipment to every class, promotion, and tournament. Keep equipment clean and sanitary.

- All sparring must be well controlled.
- No sparring before or after class unless supervised by an instructor.

Class Etiquette

- If you arrive late, raise your hand or sit quietly on the floor at the rear edge of the training area until the instructor grants you permission to enter the mat and join the class.
- Request permission from the instructor if you must leave the training area for any reason before class ends.
- Show enthusiasm, spirit, and good sportsmanship at all times.
- Display a respectful, humble, and receptive attitude toward Taekwondo and your instructor.
- When told to sit on mat, sit in the formal kneeling position or, if told, sit cross-legged. Do not lie on mat, lean on walls, or sit with legs out stretched.
- No un-sportsman-like conduct.
- No extraneous conversation once the class begins. NEVER talk in class unless the instructor talks to you and NEVER fool around with others during class.
- A humble student is able to learn quicker. Don't be a show off.
- If you need assistance, seek the help of your seniors.
- Female are required to wear white t-shirts under their uniform (i.e. white, black, or blue) at all times. Highly recommend during extremely cold conditions.
- Males may wear t-shirt under their uniform but have to be school t-shirt, or a solid color (i.e. white, black or blue) Highly recommend during extremely cold conditions.
- Participation in any other school, except your own, should be with your instructor's consent.
- You must have the approval of the School before participating in any tournament competition.
- Do not give a demonstration or teach Taekwondo without the approval of your instructor
- Guests, visitors, parents and small children are permitted in the viewing area. All viewers, parents and siblings are to be seated quietly at all times.
- Animals are allowed in the building.
- Please come into the lobby to pick up your child. Students are not allowed to wait outside for rides.
- Respect your parents and elders.

- Children who do not obey their parents may be reduced in rank by their master.
- Any instructor who suspects a member of being under the influence of alcohol or other drug while attending class will immediately remove the member from the class.

RECOMMENDED GENERAL CLASS PROCEDURES

1. Starting class:

- a. Students line up according to rank and seniority, senior member present on the right front.
- b. The instructor will take a position centered in front of the class.
- c. The senior class member calls the commands (Korean or English):
 - (1) Salute the flags.
 - (2) Salute the instructor.

2. During Class: Respect and discipline shall be maintained at all times, and Tae Kwon Do protocol should be followed in a uniform manner.

- a. Students arriving late should warm up off to one side, wait until they are noticed by the instructor, then approach, bow, and get permission to join the class.
- b. Students who must leave the Do-jang during training should first request permission from the instructor.

3. Dismissing class:

- a. Students line up as when starting class.
- b. Instructor positioned as when starting class.
- c. The senior class member will call the commands (Korean or English):
 - (1) Straighten Do-boks quickly.
 - (2) Salute the flags.
 - (3) Salute the instructor and the senior class member.

d. Seniors helping juniors during a session should make corrections with minimal commentary. Save long or detailed explanations until the session is over.

4. Holidays

a. The following are holidays observed by LCRD Sport Taekwondo Center each year: New year's Day, Martin Luther King's Day, Washington's Birthday, Memorial Day, Columbus Day, Veterans Day, Independence Day, Labor Day, Thanksgiving Day.

b. Last Day of the class for every year will be the second week of December.

c. Class will start the second week of January.

5. Seating - While seated on the floor, keep a proper posture conducive to health. Hands should be placed on the knees, the back should be straight (nose over navel and ears over shoulders), and the legs should be crossed in front with the feet tucked beneath the thighs. A kneeling posture may also be adopted.

6. Starting & Stopping - Warming and stretching exercises should be practiced to prepare the body and mind prior to training. An unprepared body can be strained under the rigorous Tae Kwon Do training. When training is ended, relax with a series of exercises to help return to a calm and normal state. Instructors may do these as part of class, or place responsibility on the individual students to attend to their own needs.

7. Basics - To promote improvement in skill, learn the basic techniques and practice them constantly until they are perfected. Concentration and work must also be expended to master the various forms to earn promotion. Through basic actions and forms training, precise and accurate applications will result. Remember that all Tae Kwon Do applications depend on basic techniques and forms. Learn the moves properly and apply them in free sparring and self-defense.

C. DO-JANG (Training Hall) BEHAVIOR

1. Do-jang

a. Treat your training hall with the same degree of courtesy and decorum you should exhibit in your church or in an active courtroom. It is a special place.

b. Students and parents are not allowed to walk in front of the class once it start.

2. Dress – Note: These provisions may NOT be varied by local schools. As people change costume to mark many significant changes in their daily activity (e.g.: a work uniform, cover/uncover our heads in a house of worship, wear a suit to a job interview, etc.), so we also mark our dedication to Tae Kwon Do training by observing certain rules of dress.
 - a. Traditional wrap-around white Do-bok, with Alliance patch only, is the proper practice suit. However, if member students forget the Do-bok, or parts of it, they may train, but should stand at back of the class whatever their rank. Variations in costume are permissible during practices only when the Do-jang is not open to visitors or as specified below.
 - b. Flag patches and those of any other organization will not be worn, except by temporary (visiting) students who are not Alliance members. The only exception to this is an optional, locally developed school patch which if worn, will be on the left sleeve where it meets the jacket shoulder ½ below edge.
 - c. Keep the Do-bok clean and in good repair at all times; iron it at least for special occasions.
 - d. Members are no allowed to wear head and wrist sweatbands during class. May be worn only during reinforcement training or special training at any time.
3. Courtesy - Much importance should be attached to the salutation, or formal bow (*Kyung-yae*). It is an integral part of Tae Kwon Do. While training, esteem and pay respect to the instructors, senior members, and all partners. The bow is a symbol of this respect. Do not lose prudence, self-control, patience, or composure. Salute toward the front (flag area) of the Do-jang each time you enter and leave, whether in Do-bok or street clothes. The first time you enter each day, also salute the instructor. This will be returned if seen noticed. Courtesies are customarily exchanged between training partners before and after each drill. Many partner students also shake hands after the bowing; this is quite permissible.
4. Safety - Note: These safety provisions may NOT be varied by local schools.
 - a. No jewelry may be worn. Members are encouraged to also remove these.
 - c. Fingernails and toenails will be clipped to the satisfaction of the instructor.
 - d. Members who find they lose emotional control must STOP what they're doing and excuse themselves until they regain control.
 - e. Members with medically required appliances (e.g., knee brace) will be required to pad any hard parts (made of metal, for example) so the

hard parts cannot come in direct contact with others; the do-bok itself is not sufficient padding.

f. However, so-called 'sparring pads' may not routinely be worn during training, except to protect an already-injured body part.

5. Observation - Students must take guidance on Do-jang related behavior from their seniors' behavior. Seniors, remember your juniors ARE watching! Be an example at all times.
6. Injuries - If an injury occurs in class let the instructor check it out. Some injuries are best treated by continued use, but take care not to over-do it. Learn the line between prudent care and babying yourself. For example, though sparring pads may not routinely be worn in training [Learn skill and control, not how to buy equipment.], it may be appropriate to temporarily pad an injury to let it heal without the threat of chronic re-injury. Instructor's judgment will prevail in the temporary use of pads.
7. Heat Stress Prevention - Drink adequate water to sweat properly, especially in the hot months. "Top up the tank" before class starts so there is a surplus. Avoid caffeine and alcohol, they're diuretic. Bananas and other yellow fruits and vegetables provide extra potassium, which can help prevent cramps.

Copyright © 2006 Sport TKD Center All Rights Reserved.



**ANY DEVIATION OF THE ABOVE MENTIONED RULES
COULD RESULT IN DISMISSAL**

**Disciplinary action will be taken for all violations of the above rules.
Penalties will vary at the discretion of the *Sah-Bum-Nim*. Such penalties
are: possible demotion of rank, suspension, or termination of training
privileges**