Yinglong Kung Fu

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New Student Handbook

On behalf of all the students and instructors here, I'd like to welcome you to the Yinglong Kung Fu family! Maybe being here is exciting to you. Maybe you are worried about what you are getting into. Either way, we will all be here to help and support you through your training journey. Here the focus is on gaining control of your body and your safety. While the work can be hard (it is called Kung Fu – or skill gained through effort – after all), it will never be more than you can handle. I will never ask you to do something you absolutely cannot do, and I can ALWAYS explain exactly why I am asking you to do it, and its purpose. So, no matter whether your time training is long or short, you are part of our family now, and we're glad you're here.

~Sijo David Fullerton

Purpose and Goals of Training:

Every martial art and codified system of combat training has at least one goal or purpose (most of them have multiple). And each art often produces multiple results for the practitioners. Yinglong is no different. Yes, training will make you stronger, faster, more flexible, and healthier; but there are 2 primary purposes of the training in Yinglong Kung Fu. The first is to increase your awareness, both of yourself, and especially in your surroundings. The first rule to surviving a dangerous situation is to know it's there and try to avoid it. The second goal of the training is to instill a set of physical skills that will allow you to protect yourself in a dangerous situation, by the precise application of force to an opponent, which will then allow you to escape to safety. The system was built on all the tenets and skills of classical kung fu, but anything that was not deemed to be particularly useful in a violent encounter was removed from the curriculum.

Yes, the training will be life enhancing, but its primary purpose is to be potentially lifesaving.

Student & Staff Etiquette:

Bowing – Bowing is an ancient Asian practice showing respect and gratitude between people. Out of respect for the tradition, bows are used within the school. At the start of the classes all students and teachers will form a large circle and bow to each other. Students will also bow at the start and end of forms, and will bow to each other before sparring sessions. These are the

only times bowing is required, but students may do so at other times as they see fit. Please note that there is absolutely no religious implication or meaning to the bows.

Titles – As part of earning rank, certain titles are also awarded. Students should address others with their title and first name. Assistant instructors should be addressed by the title 'Zhu-Jiao'. Instructors should be addressed by their title of 'Sifu'. The founder of the Yinglong Kung Fu system, David Fullerton, should be addressed as 'Sijo'. Instructors may allow students to address them in less formal ways, but until they do so, you should always use their titles when addressing them.

Cell phones - Cell phones should be left with your personal items during training. Checking cell phones during breaks is fine; however, stopping training to check cell phones (unless an emergency or by prior arrangement with the instructor) is strongly discouraged and shows disrespect to all the others in class.

Jewelry – If possible, any and all loose or dangling jewelry should be removed before training. Rings and watches should also be removed. If a student chooses to wear any jewelry or fitness devices during training, the student takes on all liabilities for damage to, or injury from, the jewelry.

Hats – Hats are not allowed in training. Sweatbands, hair bandanas, and any religiously required head coverings are allowed.

Non-Discrimination Policy:

Yinglong is committed to equal opportunity for all students and to offering a safe and supportive school environment. It is policy that no one shall be treated differently, separately, or unfairly on the basis of race, religion, national origin, marital status, sex, sexual orientation, gender identity, age, or disability. All students and staff are expected to treat others with respect and dignity. All students have the right to be referred to by their preferred name and pronouns.

Tuition:

Tuition is due at the first of each month to cover training for that coming month. Students may opt to purchase additional training time in advance. If 3 months are purchased, the total cost is reduced by 10%. If 6 months are purchased in advance, the total cost is reduced by 20%. Tuition rates will be assessed for potential adjustment on a yearly basis. The tuition assessment will be based around rent costs and equipment needs for the school.

The only test fees assessed to the student will be $10 to cover the cost of their new sash.

Also, see sections below regarding Discounts, Attendance/Leave, and Discontinuance/Pause.

Discounts:

Please see the Tuition Reduction Options sheet at the end of this packet. If a student experiences financial issues and has trouble with tuition, please approach Sijo David to discuss possible options.

Expectation of Students:

Students are expected to attend classes as they are able. They are also expected to put forth earnest effort in their training. All questions regarding training are encouraged – there really is no such thing as a dumb question when it comes to martial arts training. While practice outside of class is not required, the more effort a student puts into training, the more they progress over time.

Expectation of Teachers:

Students can expect teachers to put forth earnest effort in the teaching of the Yinglong System. They can also expect that all teachers and staff will take all reasonable safety precautions to ensure student safety in the practice of kung fu. Students should also be aware that teachers may at times need to physically touch students to help them move to correct positions as part of training. While this touch is most commonly on the arms or legs, it can occasionally involve the positioning of the shoulders or hips. Teachers should explain their need to touch a student and ask for permission to do so. If a student is especially uncomfortable with this, please inform the instructors of this so that the teaching can be modified to meet everyone's needs.

Clothes and Uniforms:

At the start of training, students should wear comfortable workout clothes (shorts, sweats, leggings, etc.) and a t-shirt or tank top.

Students may train barefoot or they may use dedicated training shoes (shoes that will not be used for any other purpose, and may not be worn outside). Training shoes may be martial arts style training shoes or any other comfortable closed-toe shoe.

As students are able, they should obtain a training uniform. The formal uniform is a southern style kung fu uniform: sleeveless, black fabric, with white accents and black training pants. If there is a problem obtaining a uniform top, students may opt to wear a tank top or sleeveless t-shirt (black with no printing); or, students may wear the school's official short sleeved t-shirt with the school's logo. School shirts may be purchased from Sijo David at any time.

Once students obtain a sash ranking, they are expected to wear the sash, double wrapped and tied with a knot, with the knot moved to their right hip.

Personal Training Gear:

The school will provide training equipment and sparring gear for students to use during class. Traditional weapons will also be available for students to use for practice. However, students who wish to purchase their own sparring gear and training weapons to use for training in and out of class may do so. It is recommended that students eventually purchase their own fingerless 'MMA style' gloves, as this ensures they are perfectly fitted to your hand and available to you at any time as needed for training.

Testing:

There is no set testing schedule in the system, though typically there will be 2-3 tests per year. Students who feel they are ready to test, may request to participate in testing. More often, a student will be informed they will be testing in the next test rotation. If a student is informed that they will be testing, it is because the instructors feel the student is both ready to test and possesses the skills to pass the test. The only test fees assessed to the student will be the cost of their new sash. There are no other testing fees! Tests are comprised of 2 parts: the demonstrative part where they present their physical learning; and a written test showing their academic learning. If a student needs a disability related accommodation, please simply ask the instructor and we will make sure it is set up.

What to Expect During a Class:

When students arrive, they will change if they need to, and otherwise get ready for training. Once the training floor is clear, students will enter it and start doing their own warm ups if they wish to. The instructor will call the class to order where everyone will form a large circle where the instructor will provide information needed and the group will all 'bow in'. The instructor will then start formal warmups, stretching, and conditioning. After this, formal training will begin. Many classes will start with footwork and stance drills, followed by technique practice and drills. During each class we will try to set aside time for forms, weapons practice, or sparring. Instructors will ensure that breaks occur and will remind students to drink enough water. At the end of class, the instructor makes any announcements and formally ends the class.

Student Safety:

Instructors will do all that they can to ensure safety for all students during the training. If any student has a question regarding safety and risk, they should speak up and ask the instructors. If any student suspects a safety issue, they should announce it and if their concern is not met, they should opt out of any activity that is of concern to them.

The primary safety concern that a student can control is heat and dehydration. Students should ensure that they are drinking enough before, during, and after class. If a student needs a water break, they should request it from the instructor.

If at ANY TIME during training the student feels woozy, faint, sick, etc., SIT DOWN ON THE FLOOR IMMEDIATELY! This is the signal to the teachers that something is seriously wrong; the instructor will stop the class immediately and assess the student's issues. Because of this policy, unless directly told to sit down by an instructor, students should remain standing during active class times.

Concussion Policy:

If, during the course of training, a student sustains a serious blow to the head (regardless of how the blow occurs – strike, kick, fall or throw) and a concussion is suspected, the student will be removed from training immediately, and will not be able to return to training until cleared by a medical professional. If the blow results in a loss of consciousness, emergency services WILL be called. Once students are medically cleared to return to training, there will be a graduated return to full training.

Attendance/Leave:

We recognize that real life goes on regardless of class training. Students are encouraged to attend all classes available to them; however, we understand that sometimes people will need to miss a class. If there are alternate classes available to attend during that month, a student may make a class up on a different day. Please note there are no refunds for missed classes.

If a student is going to miss 50% or more of a month, they may make arrangements for a pro-rated tuition for that month IF they discuss it with Sijo David ahead of time.

If absence of 2 or more weeks occurs due to illness or injury, training may be considered paused with notice IF the student notifies Sijo David at the time of the first and all consecutive missed classes during those two weeks that the absence is due to illness or injury. If the student does not notify Sijo David in this way, the absence will be considered paused without notice. See the section on Discontinuance/Pause below.

If an instructor has to cancel or change classes, students will be notified in class when possible, by text/email, within the school's GroupMe chat, and it will also be noted on our online class calendar. Students will receive a single-class credit for any canceled class that cannot be rescheduled or otherwise made-up.

Tardiness:

If you know you are going to be late for a class, please let us know ahead of time if possible. When you arrive, please check in with the instructor to get instructions of what you should do at that time.

Grievance:

If a student has a grievance with another student, and they do not wish to discuss it with the other party, they should speak with an instructor regarding their issue. If a student has a grievance with an instructor, they should discuss it with Sijo David.

Discontinuance/Pause:

You may pause or discontinue your training at any time, which is one of the built-in benefits of month-to-month tuition without contracts.

If you choose to end your training with us, please let us know. We can then remove you from class update lists. While we appreciate knowing why you are choosing to end your training, you are not obligated to tell us your reasons. Our hope is simply that you don't stop attending out of the blue.

If you provide notice that you are pausing or discontinuing training before you have completed a prepaid month or package, you will retain a credit for the balance paid, to be used toward resuming classes when you return.

If you pause or discontinue without notice, you will not retain any credit.

Refunds will not be issued.

If you choose to return to training in the future, you would only need to show up for classes and let us know you are resuming. Once any prepaid credit has been applied, tuition will otherwise be prorated based on the number of classes remaining in the month of return.

Tuition Reduction Options

Package Pricing

- 3-month package at 10% off monthly rate
- 6-month package at 20% off monthly rate

Student Referral Program

1. Refer someone to the school. If they try out their Free Class, you get $5 off the next month's tuition.
2. If that person signs up to become a student, you get 1-month tuition credit at no more than the tuition level they elect for their first month.
3. If that new student buys a tuition package when they first sign up, you will receive $10 off the month following your free month.

This incentive applies per person referred. So, for example, if you refer a family of 3, and they all sign up to become students, you will receive 3-months credit at no more than the tuition level they select for their first month.

Family Pricing

- First student in the family: 100% of tuition
- Second student in the family: 75% of tuition
- Third student and beyond: 50% of tuition

Family pricing applies to nuclear family members (spouses/domestic partners and their minor children). This discount does not apply to extended family members.

Online Reviews

Any current student who writes a Google, Yelp, or Facebook review will receive $5 off the next month's tuition. This may be used once for Google, once for Yelp, and once for Facebook.

Clean-up Discount

A student may arrange with Sijo David to be responsible for cleaning the school at least 4 times per month at the end of class (which includes straightening, picking up, sweeping/mopping, etc). If successfully completed, they will receive $10 off the next month's tuition. The number of students who can receive this discount in any given month is limited, and therefore is only available by prior arrangement with Sijo David.

Support a Local Business

Bring in a receipt from Rising Sun Martial Arts Supply Store showing a purchase of $50 or more within the previous 30 days to receive $10 off the next month's tuition.

Family/Friend Referral Discount

A student referred by family or a close friend of Sijo David will receive 25% off their first tuition purchase (applicable to package pricing as well).