

CORNERSTONE UNLIMITED MARTIAL ARTS MEMBER HANDBOOK

Contact Information

Master Cathy Brown
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cornerstoneunlimitedma.net

Office Hours
Monday to Friday
11 a - 4 p

Texts, emails and calls received outside of these hours
may be returned on the next business day.

Location & Class Information

Information on class schedules and special events is always available at our website.

Location

Meetingpointe Event Halls
2236 Hewatt Rd
Hall A
Snellville, GA 30039

Class Schedule

Tuesday

5:30 pm	Little Sparks	Ages 3 - 5
6:00 pm	Basic & Intermediate Class	Ages 6 - 11: White - Blue Belts
7:00 pm	Teen & Adult Class Advanced & Black Belt Class	Ages 12 & up: All Belts All Red & Black Belts

Thursday

5:30 pm	Little Sparks	Ages 3 - 5
6:00 pm	Basic & Intermediate Class	Ages 6 - 11: White - Blue Belts
7:00 pm	Teen & Adult Class Advanced & Black Belt Class	Ages 12 & up: All Belts All Red & Black Belts

Annual Sessions

Winter	January - February
Spring	March - April
Summer 1	May - June
Summer 2	July - August
Fall 1	September - October
Fall 2	November - December

Wi Fi

Username: Verizon_6GNQSM
Password: recur-tip4-cell

CLASS TIME & HEALTH / SAFETY POLICIES

DROP OFF, PICK UP & WAITING AREA

1. **Students should not arrive more than 10 minutes before class begins.**
2. **An ADULT must walk into the facility with students under the age of 13.**
3. **Students should leave the facility immediately after class. Students under the age of 13 should be picked up by an ADULT. PARENTS SHOULD NOT EXPECT STUDENTS TO MEET THEM OUTSIDE.** If someone else is picking up your child, please make sure to alert Master Brown.
4. We encourage parents of younger students to remain in the facility during class in case there is an issue needing their attention.
5. **Children in the waiting area must be supervised at all times by an ADULT. Children should NEVER be left alone in the waiting area for any reason.** Bring **quiet activities** for siblings and students who must wait. (CUMA will not be able to provide such activities at the new facility.)
6. **Children in the waiting area should not go into any other rooms, into the stairwell, or outside for any reason.**
7. Treat the facility with respect. Clean up any mess you make.
8. **Parents: Please make sure that other adults who bring your student to class are aware of these policies.**

UNIFORMS, BELTS & PERSONAL HYGIENE

Approved uniforms:

1. **Little Sparks:** All white uniform
For Colored Belts: All black uniform
For Black Belts: Approved Black Belt Uniform
2. **Shirt Colors allowed under jackets:** Black, Purple, or Gold ONLY
3. **NOTE: Master Brown will determine when t-shirts may be worn instead of a jacket.** Students should bring their jacket and an approved t-shirt to all classes.
4. Uniforms should be kept neat and clean. Pants should be tied before class.
Students should not:
Eat in their uniform
Play outside in their uniform
Wear a complete uniform anywhere other than class (or in the car to and from class)
Wear their belt anywhere other than class (or another authorized martial arts activity like a tournament)
5. Belts should be brought to all classes and belt promotions.
6. **No bare feet in the bathroom.**
7. **No shoes in the training room.** (Students who have a medical condition may request an exception to this policy. Each request will be considered on a case by case basis. If students are allowed to wear shoes in class, the shoes must be kept specifically for that purpose and must NOT be worn outside or on other surfaces.)
8. **Students should keep their fingernails and toenails at an appropriate length.** The nail should not extend past the end of the finger or toe. Parents are requested to assist younger children in maintaining their nails.
9. **Students MAY NOT wear any jewelry in class.** This includes, but is not limited to, ear rings, any other piercing, rings, bracelets, anklets, and necklaces.
Exceptions:
 1. Students who have recently had a piercing should inform Master Brown for instructions.
 2. Fitness trackers (like Fitbit or Apple Watch) may be worn. However, students will be asked to remove these during certain activities where the tracker/watch may be damaged and/or the tracker/watch poses a risk of injury to the student or his/her partner.
 3. Married students may wear silicone rings.

10. **Students should not use products with strong scents including perfume, cologne, body sprays or essential oils prior to class.** These types of products can cause issues for students who have allergies or asthma.
11. **Students should maintain a high level of personal hygiene.** Uniforms should be washed each week (please avoid strongly scented laundry detergent). Students who are pre-teens and older should make sure to use deodorant prior to class (keeping in mind the item above about strong scents).

ILLNESS POLICY

Please take these policies seriously. If there are any doubts, the student should stay home.

1. **If a student misses school or work (or comes home early) due to illness, they should not come to class that day.**
2. **Students showing any signs of illness, including symptoms of respiratory illness, conjunctivitis (pink eye), any serious skin rash, or any other symptom that poses a safety issue for the student or for others should not come to class.**
3. **Students who have been ill with a respiratory illness may return to class when symptoms have improved AND there has been no fever (without the use of medication) for 24 hours.**
4. **We reserve the right to deny entry to or to remove a student from class if they are showing any symptoms that pose a risk to themselves or others.** This includes, but is not limited to, severe cough that can't be controlled with a water break, obvious rash (parent will be consulted first about medication), more than incidental sneezing, and/or obvious intestinal distress. If this step is taken, the student will not be charged with a class for that day.
5. **Please make sure that your child knows to cover his/her mouth and nose each time he/she sneezes or coughs.** The "elbow cover" method is required (using the inside of the elbow rather than hands).
6. **Children who put their fingers into their nose or mouth during class will be asked to wash their hands immediately.** Parents will be asked to help younger children.

Please take your responsibility seriously. While we always want to be on the best of terms with all of our families, we also have a duty of care to those same families. We will enforce all of these policies with no exceptions.

CONCUSSION AWARENESS

We make every effort to keep our students as safe as possible especially in regard to head injury. However, as martial arts training is a dynamic activity, the possibility of injury exists.

Information relating to concussion awareness is available on our website. Please take the time to review this information with your student. Parents and Adult Students are strongly encouraged to ask their physician about baseline testing and to seek further information on the CDC Heads Up website.

GENERAL POLICIES

EQUIPMENT REQUIREMENTS

1. **ALL martial arts equipment and apparel must be ordered from the CUMA Pro Shop to ensure that it meets our requirements.**
2. ALL Students are required to have a mouth guard and Green belts and up are encouraged to have a SHOCK DOCTOR mouth guard.
3. Students should bring ALL of their equipment to EVERY class and to Belt Promotion. That means the gear should be ON THE TRAINING FLOOR at the time class begins.

CREATING SUCCESS

1. **To avoid distractions, let the instructors correct any misbehavior or incorrect technique during class.** If you have any questions or concerns, speak to an instructor before or after class.
2. **Students should be on time for class and attend class regularly.** Two classes per week are recommended.
3. Students should read and follow the *Student Expectations*.
4. Students should practice at home.
5. **Parents, be positive.** Let your child know how proud you are that he or she is trying hard to become the best martial artist possible. If you feel there is a problem, you should speak to Master Brown privately.
6. Students should eat a light meal before class.

ADMINISTRATIVE ISSUES

1. **We will have important information available in the Waiting Area as needed.**
2. To keep up to date, read texts or emails from Cornerstone and check the website often for up to date information.
3. **In the event of inclement weather, Master Brown will decide whether to cancel classes a minimum of 2 hours before the first class for that day.** Students will be contacted via text. Additionally, complete information will be put on the main page of the web site.
4. **In the event of an unexpected emergency, students will be contacted via text.** Additionally, complete information will be put on the main page of the web site.

POSTING PICTURES TO SOCIAL MEDIA SITES

Please only post pictures of your child(ren) or yourself.

If you wish to post pictures that include other students, please check with Master Brown first.