



# PROGRAM INFORMATION PAGE

Welcome to West Coast Martial Arts Sunnyvale! Congratulations on taking the challenge towards personal excellence! The purpose of our Program Information page is to make sure your start with our school is easy and comfortable. The following will include important information regarding our school's structure and policies.

## Class Times

- Please refer to our schedule for class times.
- New students are recommended to attend class two to three times per week.
- We recommend students attend classes on consistent days and times each week to make their attendance with our school part of their weekly schedule.

## Viewing Classes

- Parents, family, and friends are encouraged to watch classes.
- Please be respectful and remain quiet while classes are taking place.
- We ask that younger children are kept quiet, under control, and with a parent at all times.
- Please DO NOT leave children unattended at the school.
- We CANNOT be responsible for watching unattended younger guests.
- **Please no food or drinks in the school. All snacks are to be eaten outside.**

## Pick Up and Drop Off Responsibility

- Please drop off and pick up students ten minutes before classes start & end.  
(Parents with young students should arrive 10 minutes before classes end to hear important announcements).
- **We CANNOT be responsible for students left at the school for more than 10 minutes after classes end.**
- Please, DO NOT block traffic by dropping students off in front of the school.  
(Parking lot traffic can be very dangerous for young students running in between cars).
- Due to schedule changes, testing, and or shorter holiday schedules & closures, we highly recommend you park your car and walk students into the school.

## Membership Cards

- Students of Ernie Reyes' West Coast World Martial Arts (WCWMA) are required to renew their membership cards yearly (\$20).
- Membership renewals are to be made by January 31<sup>st</sup>.
- Membership cards renewed by this date also include a free association t-shirt for the current year.

## Attendance

- It is the student's responsibility to scan their membership card for each class.
- Students must have a current membership card for all testing.
- Students who do not have the required number of classes for their belt level will not be eligible to test.

## Belt Rank

- Students of Ernie Reyes' WCWMA show their progress by the colored belt they wear.
- The progression towards Black Belt goes as follows: White, Orange, Gold, Green, Purple, Blue, Blue I, Brown, Brown I, Red, Red I, Red/Black, and Black Belt **(It takes 4-5 years of consistent training to get to Black Belt).**

## Uniform Code

- All uniforms require our official West Coast Association patches.
- T-shirts may be worn under the uniform top and must be tucked into the pants.  
(Please, no collared shirts, sweaters, or sweatshirts under uniforms)
- Uniforms should be kept clean, pressed, and odor free at all times.



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## Striping System

- Ernie Reyes' WCWMA follows a striping system which can be found on a student's belt.
- Each stripe represents a different section of curriculum for each belt level.
- White stripes indicate an instructor has introduced/taught the material to the student.
- Black stripes indicate that a student has practiced and can demonstrate the technique well.
- Stripes are awarded during class by the instructors.
- Students should have all stripes one week before testing (**Stripes will not be awarded during testing week!**).

## Exams

- Students are eligible/test ready once they have met all the following requirements: received all black stripes, met the minimum required classes (**please refer to the "Testing Policy" sheet for more information**), and received their instructors, parents, and teachers approvals.
- Testing applications can be picked up from the front desk at any time.
- Students who do not meet all requirements will have their test date moved to the following month.
- Belt exams are usually held the last Friday of each month.  
(**Occasionally, exam dates may be changed due to an association event or holidays**).
- Testing applications are always due one week prior to the test.
- A \$10 late fee will be added to the normal testing fee for late applications. (**Belts may not be available for students turning in late applications**)
- Students who are unable to attend the scheduled testing date may schedule a private test for an additional fee of \$25. (**Please stop by the front desk to schedule an appointment**).
- There are **NO CLASSES** during testing.
- Please check our monthly newsletter for testing dates, times, and due dates.  
(**Hint: Our newsletter matches the testing tape color for the month**).

## Parent/Teacher Approval

- One of our main objectives is to develop well-rounded students, not only in Martial Arts but in life.
- Before students are awarded their new belts, they must be doing well at school and at home.
- Students must have approval from their teachers and parents in order to receive their new belt.

## Sparring

- Sparring is a required part of our curriculum at the intermediate and advanced belt levels.
- Students are required to participate in sparring starting at Green Belt.
- Sparring gear purchased at the front desk have met our Association's safety regulations and certifications. (**Due to safety issues, only gear purchased with West Coast Sunnyvale is allowed**)
- Please put student's first and last names on all purchased gear.
- Students are responsible for their own gear.
- We are not responsible for gear left at the school.
- Lost or worn out gear must be re-purchased. Pricing is subject to change.  
(**Please refer to our "Testing Policy" sheet for more information regarding required gear for each belt level.**)

## Special Events/Holiday Schedule

- We hold numerous special events for our students throughout the year. (**Summer Camp for children, special seminars, Semi-annual Black Belt Awards Ceremonies, Kids' Night Out, Holiday Parties and more**).
- We are closed for most major holidays and closed for at least 1 week for Christmas & New Year's.
- See our monthly newsletter, website, posted flyers and Facebook page for more information on upcoming events and holiday closures! (**Like our Facebook page [www.facebook.com/westcoastsunnyvale](http://www.facebook.com/westcoastsunnyvale)**)