
DAEHAN TKD & K-SPORT

Membership Policy, Terms and Conditions, Waiver and Privacy Policy

Applicable to DaeHan Taekwondo, K-Sword and K-Combat

By registering for any programme operated by DAEHAN TKD & K-SPORT, the student, parent or legal guardian confirms that they have read, understood and agreed to the following policies and conditions.

1. Membership and Registration Policy

1.1 Registration

All students must complete the official registration form before participating in regular classes.

The information provided during registration must be accurate and complete. Members must notify DAEHAN TKD & K-SPORT if their contact details, emergency contact details or medical information change.

These policies apply to all DaeHan Taekwondo, K-Sword and K-Combat members unless a programme-specific condition is stated separately.

1.2 Membership Fees

All term fees, membership fees and other charges must be paid in advance by the stated due date.

A student's participation may be suspended if payment remains overdue.

Any payment arrangement must be approved by DAEHAN TKD & K-SPORT in writing before the payment due date.

1.3 Class Placement

DAEHAN TKD & K-SPORT reserves the right to place students in the class considered most appropriate for their age, experience, physical ability, skill level and safety.

Class schedules, instructors, venues and programme structures may be changed when reasonably necessary.

1.4 Membership Suspension or Termination

DAEHAN TKD & K-SPORT may suspend or terminate a membership where a student or parent:

- Fails to pay outstanding fees;

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- Repeatedly breaches safety instructions;
 - Behaves aggressively, abusively or disrespectfully;
 - Bullies, threatens or harasses another person;
 - Damages club property;
 - Provides false or misleading registration information; or
 - Seriously breaches these Terms and Conditions.

Where appropriate, DAEHAN TKD & K-SPORT will attempt to discuss the issue before terminating a membership. However, immediate suspension may occur where there is a serious safety or behavioural concern.

2. Attendance Policy

Students are expected to attend their registered classes regularly and arrive on time.

No refund will normally be provided for classes missed due to personal circumstances, holidays, school activities, work commitments or other individual reasons.

Make-up classes may be offered at the discretion of DAEHAN TKD & K-SPORT, subject to class availability and programme suitability. Make-up classes are not guaranteed.

If a student is unable to train for an extended period because of a serious injury or medical condition, DAEHAN TKD & K-SPORT may consider providing a membership credit. Supporting medical evidence may be required.

Public holiday closures, venue closures and scheduled holiday periods will be communicated to members where possible.

3. Uniform and Equipment Policy

Students must wear the appropriate uniform and safety equipment required for their programme.

Required equipment may include:

- Taekwondo uniform;
- K-Sword uniform and training sword;
- Gloves;
- Mouthguard;

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- Shin guards;
 - Groin protection;
 - Chest protection;
 - Head protection; and
 - Any other programme-specific protective equipment.

Students must not participate in contact training or sparring without the required protective equipment.

All uniforms and equipment must be maintained in a clean, hygienic and safe condition.

DAEHAN TKD & K-SPORT may restrict participation where a student does not have suitable equipment or where the equipment is damaged or unsafe.

4. Student Conduct

All students, parents and visitors must behave respectfully towards instructors, staff, students, parents, venue staff and members of the public.

The following behaviour is not permitted:

- Bullying, harassment or intimidation;
- Abusive, threatening or discriminatory language;
- Deliberately dangerous conduct;
- Unauthorised physical contact or sparring;
- Disruption of classes;
- Damage to equipment or facilities;
- Use of martial arts skills in an irresponsible or unlawful manner; or
- Participation while affected by alcohol or recreational drugs.

Students must follow all reasonable instructions given by instructors and staff.

Good sportsmanship, discipline, self-control and respect are expected at all times.

5. Health and Medical Information

Students must disclose any medical condition, injury, allergy, disability, medication or health concern that may affect their ability to participate safely.

This may include, but is not limited to:

- Asthma;
- Heart conditions;
- Epilepsy;
- Severe allergies;
- Previous concussions;
- Joint or muscle injuries;
- Mental or behavioural support needs; and
- Any medication that may be required during training.

Providing medical information does not necessarily prevent participation. It allows instructors to make reasonable safety arrangements where possible.

Students must not participate when they are injured, unwell or medically unfit to train.

DAEHAN TKD & K-SPORT may request medical clearance before allowing a student to return to training following a serious injury or health event.

6. Assumption of Risk and Liability Waiver

DAEHAN TKD & K-SPORT involve physical activity, physical contact and an inherent risk of injury.

Possible risks may include:

- Bruising;
- Strains and sprains;
- Cuts;
- Falls;
- Joint injuries;
- Fractures;
- Concussion;
- Accidental contact with another participant or equipment; and
- Other serious injuries.

By registering, the student, parent or legal guardian acknowledges and accepts that these risks cannot be completely eliminated, even when appropriate safety procedures are followed.

The student agrees to:

- Follow all safety instructions;
- Use protective equipment correctly;
- Train within their physical ability;
- Inform an instructor immediately of any injury or illness;
- Avoid practising dangerous techniques without supervision; and
- Act responsibly towards other participants.

Nothing in this policy is intended to exclude any right or responsibility that cannot legally be excluded under New Zealand law.

7. Emergency Medical Consent

If a student becomes injured or unwell during a class, event or activity, DAEHAN TKD & K-SPORT may provide basic first aid and contact the student's emergency contact.

Where urgent medical treatment is reasonably required and the emergency contact cannot be reached, the student, parent or legal guardian authorises DAEHAN TKD & K-SPORT to:

- Contact emergency services;
- Arrange ambulance transportation;
- Seek urgent medical assistance; and
- Provide relevant medical information to emergency personnel.

Any ambulance, medical or treatment costs remain the responsibility of the student, parent or legal guardian unless otherwise required by law.

8. Photography and Video Consent

Photographs and videos may be taken during classes, gradings, competitions, demonstrations, seminars and club events.

With consent, these images may be used for:

- The DAEHAN TKD & K-SPORT website;

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- Social media;
 - Newsletters;
 - Posters and brochures;
 - Promotional videos;
 - Club displays; and
 - Other reasonable promotional or educational purposes.

Members may decline promotional photography or withdraw their consent by notifying DAEHAN TKD & K-SPORT in writing.

DAEHAN TKD & K-SPORT will take reasonable steps to respect photography restrictions. However, it cannot guarantee that a student will not appear incidentally in the background of group photographs or public-event footage.

9. Cancellation and Withdrawal Policy

Members who wish to withdraw from a programme must notify DAEHAN TKD & K-SPORT in writing.

Notice should include:

- The student's full name;
- The programme;
- The requested final training date; and
- The reason for withdrawal, where relevant.

Stopping attendance does not automatically cancel an outstanding payment obligation.

Any notice period stated in the registration form, membership agreement or payment plan will continue to apply.

10. Refund and Credit Policy

10.1 Change of Mind

Fees are generally non-refundable once the student has commenced the programme or the relevant term has begun.

A refund request made before training begins may be considered, less any reasonable administration costs or non-refundable expenses already incurred.

10.2 Missed Classes

No refund or credit will normally be provided for classes missed because of:

- Personal holidays;
- School events;
- Work commitments;
- Transport difficulties;
- Change of mind;
- Minor illness; or
- Other personal circumstances.

10.3 Medical Circumstances

Where a student cannot continue because of a serious medical condition or injury, DAEHAN TKD & K-SPORT may consider:

- A membership credit;
- A temporary suspension;
- Transfer to another programme; or
- A partial refund.

Medical evidence may be required. Any decision will take into account the remaining membership period and costs already incurred.

10.4 Relocation

A partial credit or refund may be considered where a member permanently relocates to an area from which attendance is no longer reasonably possible.

Evidence of relocation may be requested.

10.5 Events and Special Programmes

Competition fees, grading fees, seminar fees, camp fees, special-order equipment and event fees may be non-refundable where bookings, registrations or purchases have already been made.

Separate event-specific cancellation conditions may apply.

10.6 Cancellation by DAEHAN TKD & K-SPORT

If DAEHAN TKD & K-SPORT permanently cancels a paid programme and cannot offer a reasonable alternative, affected members may receive an appropriate refund or credit for the cancelled portion.

No refund will normally be provided where a class is temporarily cancelled because of an emergency, venue closure, instructor illness or circumstances outside the organisation's reasonable control. A replacement class or credit may be offered where reasonably possible.

11. Programme-Specific Safety Requirements

11.1 DAEHAN TKD

Students must follow all instructions relating to kicking, striking, breaking, sparring and use of protective equipment.

Sparring may only take place with instructor approval and supervision.

11.2 K-Sword

Students must treat all training swords and equipment as potentially dangerous.

Students must not:

- Swing or use a training sword without permission;
- Point a sword at another person outside an instructed activity;
- Use damaged equipment;
- Engage in unsupervised contact training; or
- Remove training weapons from the designated area without approval.

11.3 K-Combat

K-Combat involves striking, fitness training, partner drills and controlled-contact activities.

Participants must understand that K-Combat may involve a higher level of physical contact than general martial arts classes.

Students must:

- Wear all required protective equipment;
- Use controlled contact;
- Stop immediately when instructed;
- Respect their training partner's ability and experience;

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- Avoid excessive force; and
 - Report any injury, dizziness or suspected concussion immediately.

No student may participate in sparring while affected by alcohol, recreational drugs or any substance that makes participation unsafe.

12. Parent and Guardian Responsibilities

For students under 18 years of age, a parent or legal guardian must complete the registration and provide consent.

Parents and guardians are responsible for:

- Providing accurate contact and medical information;
- Ensuring fees are paid;
- Ensuring the student arrives and is collected on time;
- Informing the club of absences or relevant concerns;
- Supporting appropriate behaviour; and
- Reading club notices and communications.

Unless another written arrangement has been made, DAEHAN TKD & K-SPORT are not responsible for supervising children outside their scheduled class time.

13. Competition, Grading and Event Participation

Participation in competitions, gradings, demonstrations, seminars and other events is subject to instructor approval.

Selection or registration may depend on:

- Attendance;
- Skill level;
- Behaviour;
- Safety;
- Required equipment;
- Payment of fees; and
- Compliance with event rules.

Competition or grading results are determined by the relevant officials, examiners or organising bodies. Daehan Martial Arts cannot guarantee any particular result, belt promotion, selection or award.

14. Confidentiality, Intellectual Property and Programme Protection

14.1 Ownership of Programme Materials

All intellectual property associated with Daehan Martial Arts and its programmes, including Daehan Taekwondo, K-Sword and K-Combat, remains the exclusive property of Daehan TKD & K-Sport or the relevant lawful owner.

Protected materials may include, but are not limited to:

- Training programmes and curriculum structures;
- Class plans and lesson structures;
- Teaching and coaching methods;
- Grading and assessment systems;
- Instructor manuals and student handbooks;
- Technical combinations, drills and training sequences developed specifically by Daehan TKD & K-Sport;
- Competition preparation systems;
- Leadership and instructor-development programmes;
- Business and operational procedures;
- Membership and student-management systems;
- Written documents, worksheets and templates;
- Photographs, illustrations, diagrams and graphics;
- Recorded classes, instructional videos and online content;
- Logos, programme names, branding and promotional materials; and
- Any other confidential, proprietary or copyrighted material provided by Daehan Martial Arts.

Registration or participation in a programme does not transfer ownership of any intellectual property to a student, parent, guardian or other person.

14.2 Permitted Personal Use

Members may use authorised programme materials only for their own personal training and development.

No member, parent, guardian or other person may, without prior written permission from Daehan TKD & K-Sport:

- Copy, reproduce, photograph, scan or record programme materials;
- Upload or distribute materials online;
- Share materials through social media, email, messaging applications or file-sharing platforms;
- Sell, licence or commercially exploit programme materials;
- Use the materials to establish, support or promote another martial arts programme, club or business;
- Teach or reproduce Daehan TKD & K-Sport' proprietary programme structure outside the organisation;
- Remove copyright notices, logos, watermarks or branding;
- Provide access to confidential materials to another instructor, club, organisation or competitor; or
- Modify, adapt or create derivative commercial materials based substantially on Daehan TKD & K-Sport' proprietary content.

General martial arts knowledge, publicly available information and skills personally developed by a student are not treated as confidential merely because they were practised during training. This clause applies to Daehan TKD & K-Sport's identifiable proprietary materials, confidential information and internally developed programme structures.

14.3 Recording of Classes

Students, parents and visitors must not photograph, film or make audio recordings of classes, private lessons, seminars, instructor training, assessments or internal meetings without prior permission from an authorised instructor.

Where permission is granted, the recording may be subject to restrictions regarding its storage, use, publication and distribution.

Permission to make a recording does not give the person ownership of the programme, instruction, choreography, curriculum or other intellectual property shown in the recording.

14.4 Confidential Information

Confidential Information includes non-public information concerning:

- Programme development;
- Curriculum planning;
- Instructor training;
- Teaching systems;
- Grading criteria;
- Internal assessment methods;
- Student information;
- Business plans and expansion strategies;
- Pricing and financial information;
- Supplier or partnership arrangements;
- Internal policies and procedures;
- Passwords, member portals and restricted online content; and
- Any information identified as confidential or which a reasonable person would understand to be confidential.

Members must not disclose, copy or use Confidential Information for any purpose other than their authorised participation in a Daehan TKD & K-Sport programme.

This obligation continues after the member has withdrawn from or completed the programme.

14.5 Member Portal and Digital Content

Login details for any student portal, instructor portal, online course or restricted resource are personal to the authorised member and must not be shared.

Members must not:

- Allow another person to use their account;
- Share passwords or access links;
- Download content except where downloading has been expressly authorised;
- Circumvent access restrictions;
- Screen-record or capture restricted content; or

- Republish or distribute portal content.

Daehan TKD & K-Sport may suspend or terminate access where it reasonably believes that an account or resource has been misused.

14.6 Instructors, Assistant Instructors and Leadership Students

Students who receive access to instructor training, leadership programmes, advanced curriculum, class-planning materials or internal teaching systems may be required to sign a separate Confidentiality and Intellectual Property Agreement.

Appointment as an instructor, assistant instructor, volunteer or leadership student does not authorise the person to use Daehan TKD & K-Sport's curriculum, materials, branding or confidential systems independently or for another organisation.

14.7 Suspected Breach

Where Daehan TKD & K-Sport reasonably suspect unauthorised copying, disclosure, distribution or use of its materials or Confidential Information, it may:

- Request the immediate return or deletion of the material;
- Suspend access to classes, portals or resources;
- Suspend or terminate membership;
- Issue a formal cease-and-desist notice;
- Request removal of online or published content;
- Seek an injunction or other court order;
- Seek compensation for proven loss or damage;
- Recover reasonable enforcement costs where legally permitted; and
- Take any other legal action available under New Zealand law.

Daehan TKD & K-Sport may also report suspected copyright infringement or misuse to the relevant website, social media platform, service provider or legal authority.

14.8 Continuing Obligations

The obligations relating to copyright, intellectual property, confidential information, restricted materials and unauthorised use continue after membership, employment, volunteering or participation has ended.

Nothing in this section limits any rights or remedies available to Daehan TKD & K-Sport under the Copyright Act 1994, the Trade Marks Act 2002, contract law, the law of confidence or any other applicable New Zealand law.

14. Privacy Policy

Daehan TKD & K-Sport may collect personal information including:

- Full name;
- Date of birth;
- Address;
- Telephone number;
- Email address;
- Parent or guardian information;
- Emergency contact details;
- Medical information;
- Attendance records;
- Grading and competition records;
- Payment and transaction records;
- Photographs and video recordings; and
- Communications with the member or family.

14.1 Purpose of Collection

Personal information may be used for:

- Membership administration;
- Class management;
- Billing and payment records;
- Emergency contact;
- Health and safety;
- Grading and competition registration;
- Communication with members;
- Insurance and incident reporting;
- Programme improvement; and
- Compliance with legal obligations.

14.2 Sharing of Information

DAEHAN TKD & K-SPORT will not sell members' personal information.

Information may be shared where reasonably necessary with:

- Instructors and authorised staff;
- Competition organisers;
- Grading organisations;
- Martial arts governing bodies;
- Kukkiwon or other certification organisations;
- Medical or emergency personnel;
- Insurance providers;
- Payment service providers; and
- Government or regulatory authorities where legally required.

Only information reasonably necessary for the relevant purpose will be shared.

14.3 Storage and Security

DAEHAN TKD & K-SPORT will take reasonable steps to protect personal information against loss, unauthorised access, misuse or disclosure.

Information may be stored electronically or in secure physical records.

14.4 Access and Correction

Members may request access to their personal information and ask for incorrect information to be corrected.

Requests should be made in writing to DAEHAN TKD & K-SPORT.

14.5 Retention

Personal information will be retained only for as long as reasonably required for administration, legal, financial, insurance, safety or record-keeping purposes.

14.6 Privacy Concerns

Any privacy concern or complaint should first be submitted to DAEHAN TKD & K-SPORT so that the matter can be reviewed and addressed.

15. Communication

DAEHAN TKD & K-SPORT may communicate with members by email, text message, telephone, social media, registration platforms or other reasonable communication methods.

Members are responsible for keeping their contact details current and checking important notices regarding:

- Class changes;
- Closures;
- Payments;
- Events;
- Gradings;
- Safety matters; and
- Membership updates.

Members may unsubscribe from promotional communications but may still receive essential membership, payment and safety notices.

16. Changes to These Policies

DAEHAN TKD & K-SPORT may update these policies when reasonably necessary because of changes to programmes, operations, safety requirements or legal obligations.

Members will be notified of significant changes.

Continued participation after the effective date of an updated policy may be treated as acceptance of the updated conditions, subject to applicable New Zealand law.

17. Registration Consent

By signing or submitting the registration form, I confirm that:

I have read and agree to the Membership Policy and Terms and Conditions.

☒ I understand the physical risks associated with martial arts and combat training.

☒ I have provided accurate medical and emergency contact information.

☒ I consent to reasonable first aid and emergency medical assistance.

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- ☒ I agree to the Privacy Policy.
- ☒ I agree to the payment, cancellation and refund conditions.
- ☒ I agree to follow all safety instructions and codes of conduct.
- ☒ I consent to photography and video use, where selected.
- ☒ I acknowledge that Daehan Martial Arts' programme materials, curriculum structures, training systems, recordings, manuals and restricted digital content are confidential and/or protected intellectual property.
- ☒ I agree not to copy, record, reproduce, disclose, distribute, teach, publish or commercially use Daehan Martial Arts' proprietary materials or confidential programme structures without prior written permission.
- ☒ I understand that a breach may result in suspension or termination of membership and that Daehan Martial Arts may take legal action where appropriate.