



Key Facts Disclosure Sheet

CLUB NAME AND IDENTIFICATION

Our club is named Harpenden Karate Centre but may also be referred to as Hertfordshire Karate Centre or HKC. The lead instructor is Nigel Smart.

PROFIT STATEMENT

Our club is run as a profit-making company.

LEGAL REGISTRATION

Our club is registered as 'Sole Trader' business under the name of Nigel Smart

STUDENT AUDIENCE

Harpenden Karate Centre provides classes to adults, young persons aged between 5 and 13, teenagers aged between 14 and 17 and Adults at Risk.

COMPLAINTS AND DISPUTES

Harpenden Karate Centre has a complaints procedure in place and will always strive to provide the best service to its students and associated community members. Should you have a complaint about our conduct or service please contact us at harpendenkaratecentre@gmail.com and request to see our complaints procedure which will contain all the required information needed to make a complaint. All complaints are dealt with confidentially and are always followed up.

INSURANCE PROVISIONS

INSTRUCTOR INSURANCE

Harpenden Karate Centre always ensures that all our instructors are fully insured. Our instructor uses specialist instructor insurance provided by BMABA. A copy of any relevant insurance documentation is available on request or may be viewed online at our website www.harpendenkaratecentre.com and via BMABA.org

STUDENT INSURANCE

Harpenden Karate Centre always takes our responsibility to safeguard members seriously. Accordingly, we always insure our students through BMABA for [member to member liability]. Cover will only exist where a student is in receipt of an insurance or membership certification from BMABA.

DBS CHECK STATUS

Harpenden Karate Centre teaches adults and children and so all instructors hold an enhanced disclosure which has been deemed to be acceptable. Evidence of this check may be provided on request or is available from BMABA.org.

INSTRUCTOR GRADE REQUIREMENTS

Harpenden Karate Centre always ensures that our instructors are qualified to or above the minimum standard expected by our association. This is Shodan- 1st Dan Black belt

FIRST AID STATUS

Harpenden Karate Centre takes the safety of its members seriously. All instructors are first aid trained to an acceptable standard and sufficient emergency first aid equipment is always present at all classes and on site. A risk assessment and associated health and safety briefs are conducted prior to classes commencing.



PROFESSIONAL ASSOCIATION MEMBERSHIP

Harpenden Karate Centre takes its responsibilities to run a professional class seriously. Accordingly, we are registered with the BMABA. Our membership number is 35929 and this may be verified at any point by visiting bmaba.org/verify. Any associated membership certification is available on request or is viewable from www.harpendenkaratecentre.com

FEES & CHARGES

Harpenden Karate Centre does not have any hidden costs or dishonest fee collections in place. All money is payable by cash/ bacs transfer or Paypal. Receipts are given on request. Our club charges registration fee to include association membership and insurance, and this is payable after the initial taster session. This fee is payable only once a year.

Classes are charged at variable rates depending on the class type; however our standard class fee is circa £8.50 per class. Please check any rates or charges before committing to training.

You are NOT bound by any contract and may quit training at any time.

INDEPEDENCE STATUS

HKC is associated with a professional association to ensure our standards are some of the highest available, however we remain legally independent and are not submitted to any compulsory regulation or obligation under any of the above named associations.

Accordingly, it is our club's responsibility to comply with local and national laws / regulations, and there is no re-course to our representing organisation in the event of any breach of law, regulation or protocol. We retain the right to be an independent club and govern ourselves by best practice whether we are inside or outside the membership / affiliation of any above named governing bodies.

REPORTING OUR CLUB

There is no single regulatory body for all styles of martial arts in the United Kingdom.

Accordingly, if you wish to report our club you are first of all asked to honour our complaints procedure (page 1) which will detail how you may raise any complaints with us, and what action we will take. This complaints procedure will also detail any specific organisation that we are associated with, and instructions on making a complaint to that body.

You may report us to our Association where applicable. Our Association is the British Martial Arts and Boxing Association, however your complaint may not be properly investigated if you have not followed initial guidance on making a complaint as per our complaints procedure.

If you wish to make a complaint, please contact us at harpendenkaratecentre.com.

ADDITIONAL CLUB NOTES OR KEY FACTS

There are no additional key facts to disclose at this time.

This document was last updated on 14.03.2023