



## Summer Camp 2025 Operational Policies

Our program offers a challenging, unique, exciting and fun environment for our students. The martial arts PLUS martial music framework offers a unique way to teach focus, discipline, confidence, respect for others, self-respect, commitment, concentration, peer pressure skills, ability to follow directions and proper etiquette. All of the above are necessary tools for our children to cope with an ever-changing world.

The students in our Summer Camp program learn the exact same material that students in all our programs learn. This is not “play karate” but a genuine and traditional martial arts program.

Detailed (hourly) schedules are available each week at the front desk. We try very hard not to make significant changes to the scheduled activities.

However, sometimes the facilities we visit request changes. When this happens, we will communicate to all parents as quickly as possible. The weather and/or excessive heat can also change scheduled activities.

We have an outstanding staff at Golden Hands. Our staff is a combination of people who love working with children and those with martial arts skills (that also love working with children). All of our staff have current CPR/First Aid training as well as training specific to working with your child.

This Summer Camp Operational Policies Document contains important information about our policies, registration forms, pricing information and a calendar of events. However, should any additional questions arise please feel free to contact us at (512)284-8479.

We believe ongoing communication with parents is a key component to the success of this program and the growth of your child.

## **Golden Hands Martial Arts - 13091 Pond Springs #220 Austin, TX 78729**

### **Highlights of our Summer Camp Program:**

1. Multiple daily martial art and martial music lessons (not just a few a week)
2. Advancement in color belt rank in the Tang Soo Do Mi Guk Kwan Association
3. **Great field trips to local fun stops (NO extra charge for field trips)**
4. Highly structured environment
5. Snacks provided on a daily basis
6. Respect, Discipline and Self Esteem are VERY important

As a member of our Summer Camp Program, students are welcome to attend evening classes at no additional charge. We do ask that you pick up your child and give them something to eat between Summer Camp and the evening classes. We cannot allow children to simply stay on the premises after the normal termination of Summer Camp to attend a later evening class. Please visit with Master Holt if your child wishes to attend evening classes.

Registration for Summer Camp is per week. Tuition is due on the Monday of each week you register a student. There is a cancellation fee if a student does not attend a scheduled week (see policy below).

### **Sa Bom Nim Holly Holt - Owner & Head Instructor**

Master Holt has been training for over 15 years. She has won National Championships in the Tang Soo Do Mi Guk Kwan in every division in which a Black Belt woman can compete (Forms, Weapons Forms, Team Forms, Sparring, Team Sparring). Many of the trophies you see on display in our school were won by Master Holt.

She has served as the Program Director and Youth Program Director at the highly-reputable, 25-year martial arts institution, Aim & Focus Karate, run and operated by Master Ben Johnson. He is Master Holt's instructor and mentor. They ran a family oriented school together and worked together for 10+ years.



Master Holt is also an accomplished pianist and performer. She is very active in the Austin music industry and often performs at local events. She has a Bachelors of Music in Jazz Performance from the University of North Texas, the oldest and one of the most intensive jazz music programs in the country. Her martial arts training never left her side throughout school and in fact, enhanced her learning experience!

## What makes us different from other programs?

For centuries, martial arts and martial music have been deeply intertwined, shaping warriors not just in physical prowess but in rhythm, discipline, and mental fortitude. From the drumming traditions of African warriors to the taiko rhythms of samurai training in Japan, sound and movement have always worked together to create a more synchronized, powerful fighter. Even in ancient Greece, Pankration athletes trained with rhythmic beats to improve their timing and fluidity.

Scientifically, combining martial arts and music in training has profound benefits for young children. Studies show that rhythmic coordination training enhances motor skills, cognitive function, and emotional regulation. According to research published in the *Journal of Neuroscience*, exposure to rhythmic movement and percussion-based exercises strengthens neural pathways associated with executive function, memory, and attention. Martial arts, when paired with music, encourages children to develop better timing, reaction speed, and spatial awareness, all while improving their focus and self-discipline.

At the heart of this innovative fusion is Master Holly Holt, whose expertise in both martial arts and music creates a truly unique program. With a deep understanding of how rhythm and movement shape both mind and body, Master Holt has designed a curriculum that not only develops strong martial artists but also sharpens students' musical intuition and coordination. This rare combination offers children a training experience unlike any other—one that strengthens the body, sharpens the mind, and elevates the spirit.

The Summer Camp Program at Golden Hands teaches discipline, respect and confidence but it also includes a lot of fun. When you tour our facility you'll hear "yes sir/ma'am" from the students...but they will be saying it with pride and enthusiasm. They are learning that respect is a two way process and should always be extended to others.

On a daily basis we stress with our students the "ACE Program." ACE stands for "Attitude, Concentration and Effort". We strive to teach the students to focus on ACE and not worry about factors in life they cannot control.

Master Holly Holt and her staff are passionate about teaching young students. They truly enjoy it. Our program is not all about "kicking and punching" (though we do a lot of just that), it's about teaching self-confidence and self-esteem. We're not just a "karate school" nor are we a "daycare" facility. We blend our programs together with exceptional results. This is a physically challenging program where the children gain strength, balance and agility, while having a great time.

## Hours of Operation

First day 06/02/25 to last day 08/01/2025 to prepare for the RRISD school start on 08/13/24.

- We operate from **7:30AM** until **6:00PM** Monday – Friday for the Summer Camp weeks

## Holidays / Events

Golden Hands is **closed** for the following holidays/events:

- July 4th: Independence Day

## Email contacts

Often the easiest way to contact our school is by email. Please feel free to email us with any questions or concerns. Feel free to email regarding your student's attendance plans:

Master Holly Holt: [holly@goldenhands.love](mailto:holly@goldenhands.love) and/or [goldenhands.love@gmail.com](mailto:goldenhands.love@gmail.com)  
(Owner)

## Nondiscrimination Policy

Applications of enrollment are accepted regardless of race, religion, color, sex or national origin.

## Forms and Paperwork

Golden Hands must have enrollment paperwork completed and on file before the student will be admitted. This will help us comply with all regulations and ensure the safety of your child. **Please keep all information updated.**

## Registration Fee

A **\$50 registration fee** is due at the time of enrollment. It is vital you pay your registration fee to secure your child's placement in our program. We cannot hold positions without paperwork and registration fees. **Registration fees are non-refundable. This registration fee also applies to current students in any of the Golden Hands programs.** Martial arts uniforms (no charge) will be issued to new students the first day of attendance.

## **Registration for Summer Camp 2025 begins on 03/08/2025**

### **Tuition and Fees**

We are expecting the program to be full this summer. Please register as soon as possible. We would hate for current students to miss out on this opportunity.

There is a **\$35 cancellation fee per week** for any registered week that is NOT attended or canceled. This fee will not be waived. We ask for a two week notice if a week must be cancelled.

Golden Hands operates on a budget, just like every other business and home. We count on receiving payments on time to ensure we satisfy our obligations.

Tuition for students enrolling in our program is **\$300/Week**. If a sibling(s) is also enrolling, the tuition for the additional family member(s) is reduced **\$35/week**. For example, a student attending would pay \$300/ week and a sibling attending would pay \$265/ week. If a third student in the same family (sibling) enrolls, all three students pay the discounted sibling rate. We can NOT extend the sibling discount to other family relationships (cousins, nephews, etc.).

We also offer a partial day package from 9:00am - 3:00pm at **\$200/week**. If a sibling(s) is also enrolling for a partial day, the tuition for the additional family member(s) is reduced **\$25/week**.

3 or more full-day campers? Just \$240 each.

3 or more partial-day campers? Just \$160 each.

Tuition payments must be made on/before the **Monday of each week** the student attends. A \$20 late fee will be charged on the Wednesday of each week for any accounts that are not current. If the account is not current by the end of the current week, your place in the program will be in jeopardy. We simply cannot allow an account balance to carry over into another week.

Full week payments are expected regardless of actual attendance and/or holidays. The cost structure of our program is based on this assumption.

We have structured our rates to be competitive with local summer camp providers and at the same time offer an extremely high quality and unique program at very reasonable rates.

**Please consider that you are receiving Summer Camp as well as multiple, daily martial arts, mindfulness and music instruction.**

**Tuition payments will not be prorated over incomplete weeks. This includes holidays and school closures.**

### **Tang Soo Do Mi Guk Kwan Membership**

All students that train at Golden Hands Martial Arts must belong to the Tang Soo Do Mi Guk Kwan Association. There is an annual membership fee for each student (\$40: first student, \$30 family member, \$50 Black Belt member).

All students must belong to the Association and please remember the annual fee will be included in billing statements. This fee will be asked following the students first belt test.

### **Calendar of Events**

We schedule “in school events” on Monday’s. This helps parents plan for the week. Parents receive a “weekly calendar” each Monday so they can prepare for activities during the week (i.e. Wheels Day (bring something with “wheels”), Bowling (bring socks), etc.).

The following activities are simply a sample of the fun planned for this summer:

- Williamson County Splash Pad
- Barton Springs Park & Spicewood Springs Park
- Dart’em Up (Nerf gun fun)
- Southwest Theatres Lake Creek 7 (Movie)
- Blanton Museum of Art
- At our facility, we will have the following activities:
- Water Gun Wars
- Water Balloon Wars
- Dodgeball!!
- Wheels Day
- Variety of high energy group games
- Weekly “Pizza Parties” or “Hot Dog Cookout

### **Late pickup fee**

It is necessary for children to be picked-up on time. Parents who pick up their children after 6:00 p.m. will be charged a late fee of \$10 for the first 15 minutes and \$10 per additional 15 minutes.

### **Returned checks**

There will be a \$25 charge for all returned checks in addition to any fees charged to Golden Hands by the bank.

### **Clothing and Personal belongings**

Each student will have a karate uniform (do bok). This do bok should be brought to the school on Monday and taken home on Friday. The uniforms should be washed when taken home and properly folded by the student (please do not wash the student's belts --- they can be hand washed and air-dried if necessary). Care of their uniform is a responsibility each of our students should take very seriously. Students will have assigned cubbies/lockers for the storage of their uniforms, equipment and other personal belongings.

### **Golden Hands LLC is not liable for the loss of items brought to the school.**

Each student has a numerical, assigned locker in the dressing rooms and are issued a backpack storage number that matches their assigned spot on the shoe racks.

Golden Hands has a Lost & Found. This is the best place to look for lost items. If lost clothing items remain in the Lost & Found for over a month, they will be donated to the local Goodwill Industries.

### **Arrival and departure**

**Your student(s) MUST be walked into the facility each day.** They can NOT be dropped off outside. Please do not ask your child to walk out alone to your vehicle at the end of the day. This is for your child's safety and we are not flexible on this request. Should there be extenuating circumstances please call us on the phone and we will try to accommodate you. Please let us know if you'll be picking your child up early so we can be sure to have them ready.

Golden Hands LLC is not responsible for custody agreements but we certainly understand these situations can be very sensitive. We will not release your child to anyone that is not listed on our “authorized pick-up” list. We will also request a driver’s license validation for anyone that we do not know. If a family member will be picking up your child, even on an intermittent basis, please encourage them to stop by so we can meet them. We will not allow your child to leave in the company of a minor (even brother, sister, etc.). This is all for the safety of your child.

We utilize the ProCare system to track attendance and pickups. Parents will also receive automatic notifications via ProCare when their student arrives in our facility and when they are signed out.

### **Illness**

Your child’s health is of great importance. If your child becomes ill while at the Summer Camp Program, you will be notified to pick-up your child. Please make sure we have updated information on how to get in touch with you at all times. We do not have the facilities to aid ill children, so please be as timely as possible when picking-up ill children. Your child will be kept as comfortable as possible until your arrival. If necessary, they will be separated from the other children.

### **Transportation**

We will transport children in Summer Camp on field trips. We will take every precaution in transporting your child. Each child will be informed of the bus rules and will be expected to abide by them. Failure to comply with the rules may cause your child to be unable to attend the Summer Camp Program in the future. We will make every effort to work with your child as well as you to address any issues that come up. However, we always consider safety as our top priority.

We utilize only Federally and State approved vehicles for the transportation of the children (large school buses). We do NOT use 15 passenger vans.

### **Medication**

If your child requires medication during the time they are in our care, parents will need to write-out specific instructions to dispense the medication. This includes non-prescription medications.



## Medical Emergencies

The staff with Golden Hands have received First Aid and CPR training as required by Texas Department of Family and Protective Services. If a medical emergency occurs, aid will be given as appropriate for the level of our training. All efforts will be made to immediately contact parents or guardians. Emergency 911 will be contacted if the professional emergency services are required.

## Parent Notifications

Parents will be notified of medical issues immediately by either phone or in person. Behavior concerns will be addressed with parents in person by staff members and in writing from the Director if necessary. Parent notifications are often posted on the front desk. Lastly, informative emails and newsletters will be distributed to all parents on a regular basis. We utilize the email distribution service Constant Contact. Parents might want to make sure our emails don't end up in your "junk/spam" folders.

## Field Trips

We often take field trips as part of Summer Camp. Please check the weekly calendars available at the front desk to prepare for the scheduled field trips.

Summer Camp T-Shirts will be on sale during the Summer months. However, the students will wear Golden Hands mesh jerseys (over their clothes) on all field trips. We always seem to have several students missing their "camp T-shirt" for field trips. The jerseys eliminate this problem. The jerseys will be laundered after every use.

Some of these field trips will require student preparation (sun screen, swim suit, bikes / scooters / skates for "wheels day", etc.).

We are constantly refreshing our list of field trip providers. One major concern is student safety. We have a very robust fun list of field trips this year.

## Injuries

Golden Hands makes every effort to prevent accidents, but they are a normal part of growth and development. **Parents are responsible for medical bills that may arise from accidents.** We will notify you immediately in the event of illness or accident. For this reason it is important to keep your records updated at all times. Incident reports will be kept on file anytime an injury occurs.

## Required Equipment

Each child will be issued a uniform during the first week of school. Their uniform must be kept in their locker during the week or brought every day. If replacement and/or additional uniforms are needed they can be purchased from the karate school. Uniforms should be taken home on the last day of the week for washing. PLEASE stress with your student that having their uniform every day is very important.

### **Audio / Video Monitor**

The training areas, lobby and open areas are constantly monitored by audio/video equipment. This is primarily for security reasons, but also helps us provide a safe environment for the students at Golden Hands.

Pictures taken during Summer Camp can be used for advertising purposes as well as appearing on our website and social media. The students will not be identified by name.

### **Martial Arts/Music Class Participation**

We expect each student to participate in martial art classes on a daily basis. Please contact Master Holt if there is a restriction for your student's participation. Please do NOT ask your student to convey this message. Our program is fun and exciting, but it does require a lot of physical activity.

Another major component of our training is the students must bring their uniform to Summer Camp on a very regular basis. Students will have 1 free pass to train without their uniform, they will sit out class and read a book if they do not have their uniform the following day. This can also impact the student's eligibility to test and promote in rank. **PLEASE** stress this responsibility with your student(s).

### **Discipline in the Martial Art/Music Classes**

Each child will participate in our martial arts program. As part of this program, the students will be expected to execute such activities as jumping jacks, pushups and sit ups as part of their conditioning and discipline. These activities will also be used as a consequence for not following directions or misbehaving during class. For example, if a child is jumping around in class and not paying attention they will be asked to follow directions. If the behavior continues, they will be asked to do 10 pushups (or jumping jacks, situps, etc.). The child will then rejoin the class and continue the program. We remind the children before each class to get a drink of water and / or use the restroom. If a child must use the restroom during class, they are expected to ask permission to rejoin class and will execute 10 pushups. We want the children to be responsible for what they need to do to prepare for class, but realize that emergencies can happen and want the child to have another option. The children are never forced to execute any

physical activity. If the child refuses to participate, we will have them sit out and discuss the situation with their parents when they arrive. This type of consequence may also be used if a student does not follow guidelines concerning respect toward others or their own personal discipline. This is simply part of their training in our martial arts skills program.

### **Food and Snacks**

All students must bring a sack lunch each day. We can NOT heat food or provide refrigeration. ALL food will be discarded after lunch. Please do NOT ask your child to keep food after lunch. Children will NOT be allowed to share lunch -- except siblings. Please provide a beverage for your child to drink during lunch. The students always have access to water in our facility and on field trips. Students are encouraged to bring water bottles with them to camp.

All students will be provided a snack in the morning and afternoon. We do offer organic and Gluten free snacks if a parent wishes their children to have this option. Please let the staff know if you want your child served organic or Gluten free snacks.

**Golden Hands is not responsible for meeting the nutritional needs of your child. We offer snacks but this should not be considered a meal replacement.**

We do have "Pizza Parties" and "Hot Dog Cookouts" on Fridays. We will try to accommodate dietary needs, but students are always free to simply bring a lunch and not eat the lunch provided. We will serve "turkey hot dogs" and provide cheese and pepperoni pizzas. Other restrictions will have to be handled by bringing a personal lunch.

### **Dressing / Shoes**

All students in the Summer Camp Program must be able to dress themselves without assistance and put on their own shoes. We realize that some of our Kindergarten children may find this challenging, but we simply cannot help students dress. We are a unique Summer Camp Program in that the students must change clothes during the day (in and out of their uniforms). The students must have these skills in order to be admitted into the program.

### **Animals**

Animals will not be allowed in the school. Please do not send your children to the Summer Camp Program with any pets or animals.

### **Policy Changes**

Parents will be notified of minor changes to this document by a notice posted on the Bulletin Board by the Front Desk. If significant changes are made, parents will be notified in writing and requested to sign a notification log. Our staff carefully reviews this document each year and significant changes are rarely ever needed.

### **Questions or Concerns**

Parents are encouraged to visit the school at any time during operation. If at any time you wish to speak with the Director (Sa Bom Nim Holly Holt), please contact her by phone to make an appointment or simply speak with her in person as time permits. Sa Bom Nim Holt is always available to discuss the needs of the students attending Golden Hands.

### **Discipline and Guidance Policy for Golden Hands:**

Discipline must be:

- (1) Individualized and consistent for each child;
- (2) Appropriate to the child's level of understanding; and
- (3) Directed toward teaching the child acceptable behavior and self-control.

A caregiver may only use positive methods of discipline and guidance that encourage self-esteem, self-control, and self-direction, which include at least the following:

- (1) Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior;
- (2) Reminding a child of behavior expectations daily by using clear, positive statements;
- (3) Redirecting behavior using positive statements; and
- (4) Using brief supervised separation or time out from the group, when appropriate for the child's age and development, which is limited to no more than one minute per year of the child's age.

There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited:

- (1) Corporal punishment or threats of corporal punishment; (2) Punishment associated with food, naps, or toilet training; (3) Pinching, shaking, or biting a child;
- (4) Hitting a child with a hand or instrument;
- (5) Putting anything in or on a child's mouth;
- (6) Humiliating, ridiculing, rejecting, or yelling at a child;
- (7) Subjecting a child to harsh, abusive, or profane language;
- (8) Placing a child in a locked or dark room, bathroom, or closet with the door closed; and
- (9) Requiring a child to remain silent or inactive for inappropriately long periods of time for the child's age.

Texas Administrative Code, Title 40, Chapters 746 and 747, Subchapters L, Discipline and Guidance

**Note: Acknowledged by signature on Enrollment Application**

**What is a gang free zone ?**

## **Gang Free Zone Information**

*(information required by Texas law)*

A gang free zone is a designated area around a specific location where certain gang related activity is prohibited and is subject to increased penalty under Texas law. Specific locations where certain gang related criminal activity is now prohibited include, but are not limited to, public schools, playgrounds, video arcade facilities and day care centers.

The area that falls within a gang free zone can vary depending on the type of location. For example, certain gang related criminal activity that occurs within 300 feet of a video arcade facility is a violation of the new law, whereas certain gang related criminal activity that occurs within 1000 feet of a school or day care center is a violation of the law.

**How do parents know where the gang free zone ends?**

The gang free zone is within 1000 feet of your childcare program. Maps may be produced for the purposes of prosecution and may be updated by the local municipal or county engineer. Parents may contact their local municipality to attempt to obtain a copy of the map if they choose to do so.

**Why are gang free zones needed?**

Similar to the motivation behind creating drug free zones, the goal of gang free zones is to deter certain types of criminal activity in areas where children gather by enforcing tougher penalties.

**What does this mean for my daycare center?**

Childcare providers are required to inform parents and guardians of children attending their center about the new gang free zone designation. This means that parents or guardians need to be informed that certain gang related criminal activity or engaging in organized criminal activity within 1000 feet of your program is a violation of this law and is therefore subject to increased penalty.

**For additional information, please contact the Texas Department of Family Protective Services.**