

British Aikido Board Governing Body Endorsement Requirements

This guidance is to be used for all Tier 5 governing body endorsement requests made on or after 5 November 2020.

Section 1: overview of governing body endorsements for the Tier 5 (Temporary Worker) Creative and Sporting category of the points-based system

This page provides a brief explanation of the endorsement requirements a sport's governing body has agreed UK sponsors of Tier 2 (Sportsperson) and/or Tier 5 (Temporary Worker) - Creative and Sporting categories of the Points Based System must show.

The Tier 2 (Sportsperson) category is for elite sportspeople and coaches who are internationally established at the highest level and whose employment will make a significant contribution to the development of their sport at the highest level in the UK, and who will base themselves in the UK.

The Tier 5 (Temporary Worker) - Creative and Sporting category is for sportspeople (and their entourage where appropriate) and coaches who are internationally established at the highest level in their sport or will make a significant contribution to the development of their sport in the UK.

A sport's governing body is one recognised by one of the home country sports councils (for example Sport England). Every governing body must be approved by the Home Office before they are included in Appendix M of the Immigration Rules.

The application process explained: Migrants applying to come to the UK under either of the sporting categories above need to be sponsored by an organisation that has a sponsor licence under Tier 2 (Sportsperson) or Tier 5 (Temporary Worker) - Creative and Sporting. If you wish to sponsor such migrants, you must have a sponsor licence. Before you apply to the Home Office for a licence you must be endorsed by the governing body for your sport. This endorsement confirms to the Home Office that the application for a licence is from a genuine sports club (or equivalent) that has a legitimate requirement to bring migrants to the UK as sportspeople. Once licensed, you can assign certificates of sponsorship to a sportsperson or coach with a job offer that allows them to apply for leave to enter or remain in the UK. Each individual must also have a personal endorsement from the governing body for their sport before you assign the certificate of sponsorship. The list of governing bodies and the tiers for which they are currently approved by the Home Office is in [Appendix M](#) of the Immigration Rules.

Approved governing bodies will work within the Home Office [code of practice for sports governing bodies](#) and must comply with any immigration regulations, UK legislation and the principles of the Points Based System as detailed on the [GOV.UK](#) website.

Length of endorsement

Governing body endorsements should be issued for a period appropriate to the period of approval for sponsorship or the tier under which the migrant's application is being made, that is:

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Type	Tier	Length of endorsement
Sponsor	Tier 2 (Sportsperson) and/or Tier 5 (Creative and Sporting)	4 years from date of issue
Migrant	Tier 2 (Sportsperson)	For an initial maximum period of 3 years, with a further extension of a maximum period of 3 years. If the contract is for fewer than 3 years, it will be issued for the length of the contract.
	Tier 5 (Creative and Sporting)	For the length of the contract or up to a maximum of twelve months, whichever is the shorter period.

Change of employment

If a migrant is intending to change employer, their new employer must request a new governing body endorsement. The endorsement can be issued for the length of the contract or to the maximum period permitted within the category, whichever is the shorter. The new employer must assign a new certificate of sponsorship to the migrant to allow them to apply to the Home Office for new leave to remain. Leave to remain must be granted before the migrant can start work with the new employer.

Salary

The salary should be agreed as part of the contract between the migrant and the sponsor. This and the other conditions of employment should be at least equal to those normally given to a resident worker for the type of work undertaken.

Supplementary Employment

Tier 2 & Tier 5 migrants are eligible to undertake Supplementary Employment under the Home Office Supplementary Employment Regulations (please refer to the [Tier 2 & 5 Guidance for Sponsors](#) – Supplementary Employment).

Section 2: Requirements

This page explains the British Aikido Board requirements under the Tier 5 (Temporary Worker) Creative and Sporting category for the years 2020 to 2021 and are effective from 5 November 2020.

These requirements are applicable to the UK.

Consultation

The following requirements have been agreed by the Home Office with the British Aikido Board.

Review

The requirements will be reviewed annually. The next review will be in October 2021.

Length of season

Aikido typically runs throughout the year, there is no natural start or end to the season.

Requirements

The table below shows the endorsement requirements for sponsors and migrants.

Category	Requirement	
Sponsor Tier 5 (Temporary Worker) Creative and Sporting	Governing body endorsement requests will only be accepted by the British Aikido Board.	
Migrant Tier 5 (Temporary Worker) Creative and Sporting	Head Coach	National level Governing body endorsements for an individual will be issued if they meet all of the following: <ul style="list-style-type: none">• have been recommended by the Governing Body of the relevant aikido style• have a minimum grade of 3rd dan (Black Belt) or above in their aikido style issued by their Governing Body or from a credible source recognised by the British Aikido Board• unless the individual is under the Tier 5 (Temporary Worker) - Creative and

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		<p>Sporting category, they must meet the English language requirement of the Immigration Rules</p> <ul style="list-style-type: none"> • have a minimum of 3 years technical coaching experience • have undertaken or be willing to undertake health and safety, first aid qualifications and an awareness of child protection issues <p>The sponsor will need to provide evidence that there are no resident workers who are qualified to do the job. The job must have been advertised in the most appropriate national medium, such as the British Aikido Board website which provides the best way of reaching suitably qualified resident workers. This will be ascertained by the sponsor providing screen shots or photocopies of the adverts within relevant publications to show where these roles were advertised extensively and externally.</p> <p>If an extension period is required or there are changes to the above details a new British Aikido Board governing body endorsement will be required.</p> <p>The issue of the British Aikido Board Governing Body endorsement does not guarantee that subsequent endorsements will be issued as each endorsement will be considered against requirements and information at the time of the request.</p> <p>Suspensions</p> <p>In order to obtain the governing body endorsement, the individual must not be subject to a provisional suspension or any unexpired period of ineligibility from playing and/or coaching activities in any jurisdiction as a result of being charged with or found guilty of a corruption offence and/or a doping offence and/or another misconduct offence.</p>
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Further information

This information is available on the British Aikido Board website at www.bab.org.uk

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For any queries relating to the requirements or the endorsement process please contact:
BAB Insurance Liaison Officer
Vincent Sumpter
email: ilo@bab.org.uk
telephone: 01225 471045
Address: 36 Cornishmen's Road, Lansdown, Bath BA1 9 DU

Information on visas and immigration is available on the [GOV.UK](https://www.gov.uk) website.

Dispute handling procedures

Where an application for a coach who is covered by the requirements for a governing body endorsement as set out for Tier 2 (Sportsperson) & Tier 5 (Temporary Worker- Creative and Sporting) has been refused on the grounds that the Coach fails to meet the published requirements, the sponsor may seek a review of the application. The sponsor will have 28 calendar days from receipt of the decision to request such a review. In these cases, the British Aikido Board will convene an Appeals Panel with an independent Chairman as set out below.

Where possible the sponsor's supporting evidence will be sent to the panel in advance for their consideration in order to allow an informed decision.

Sponsors should note that, in respect of any application, there will only be one panel available and the decision of the panel is final. Sponsors should therefore ensure that all evidence it wishes to present in support of its application is presented to the panel. If the sponsor has previously made an application that was unsuccessful at panel a further panel cannot be requested for the same Coach during the year unless his status changes and he meets the requirements whereby a new application can be submitted.

a. The Review

The request for a review may only be made by the sponsor for whom the governing body endorsement has been initially rejected by the British Aikido Board.

A review shall be commenced by the appellant lodging with the British Aikido Board and Governance Officer, a notice of appeal within 28 days of the decision appealed against. The notice of appeal shall:

- i. set out details of the decision appealed against and, if the whole of the decision is not appealed against, identify that part of it which is appealed against;
- ii. set out in full the grounds of appeal and an appellant shall not be entitled to rely in any ground of appeal not set out in the notice of appeal; and be accompanied by a deposit, details of the deposit A table of fees will be provided with the initial decision letter. The deposit will be a estimation of the associated costs of convening the Appeals panel.
- iii. The panel shall have discretion as to whether the deposit is returned.

The procedure for appeal will be in accordance with the British Aikido Board Constitution and guidelines and the panel shall be comprised as detailed below.

b. The Panel

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The Chairman of British Aikido Board will agree to convene an appeals panel upon receipt of an appeal request . The appointed panel shall consist of: an Independent Chairman, details of which will be provided in writing prior to the appeals hearing, the British Aikido Board Legal & Compliance Officer and the British Aikido Board Insurance Liaison Officer/Former Chairman. The panel is subject to change to ensure that only representatives not involved in the initial decision are present on the panel.

c. Power of the Panel

An endorsement request may be refused if the Coach does not meet the relevant criteria set out in this document or fails to provide the mandatory documents. The British Aikido Board will notify a Coach in writing of any endorsement request which is refused setting out the reasons for refusal.

A Coach shall have 7 working days from the date of the written refusal to submit an appeal in writing to the British Aikido Board. A Coach may only appeal on the basis that the British Aikido Board have not applied the endorsement criteria correctly.

The British Aikido Board shall consider the appeal and any evidence submitted in support and shall, within 14 working days of the receipt of the appeal, notify the Coach of its decision.

d. The Decision

The panel will make a decision using the above criteria which shall be final and binding. There are no other grounds of appeal.

Section 3: process for applying for an endorsement

How to apply for a governing body endorsement for a Tier 5 (Temporary Worker) Creative and Sporting sponsor licence for clubs and associations

Applications for endorsements should be sent via email to the following address:

BAB Insurance Liaison Officer
Vincent Sumpter
email: ilo@bab.org.uk
telephone: 01225 471045
Address: 36 Cornishmen's Road, Lansdown, Bath BA1 9 DU