

safe, effective, child-friendly

## Working together

Do you believe that your club should develop its standards and be publicly recognised? If so the British Judo Association (BJA) and Sport England welcome your commitment and wish to work with you to support the development of your club.

## Club development and recognition

This leaflet describes Sport England Clubmark, the development and accreditation scheme that Sport England has created in partnership with national governing bodies of sport (NGBs) to recognise and accredit clubs that committed to are providing a safe, effective and child-friendly environment for children and young people. Clubmark is an integral part of the BJA's Club Recognition Scheme.

## Clubmark – safe, effective, child-friendly

Sport England has worked with NGBs to develop core criteria for clubs – to set standards to which they should all aspire.

National governing bodies adopt these criteria within their own development and accreditation programmes. All clubs work through their NGBs to gain Clubmark recognition.

Clubmark – sets criteria in the following categories:

- Duty of care and child protection
- Coaching and competition
- Sports equity and ethics
- Club management

The development of Clubmark by Sport England has two main objectives:

- To ensure that NGB accreditation programmes contain the core criteria of safe, effective and child-friendly clubs
- To enable parents/carers and sports professionals to recognise an accredited club through a common branding

Gaining accreditation will be challenging for many clubs. Some will already operate to the standards set by NGBs, but many others will need to undergo a considerable amount of development work. Clubs that commit to working towards Clubmark accreditation will benefit from the support programmes being developed by Sport England and NGBs.

## Clubmark and County Sports Partnerships

Forty-five County Sports Partnerships (CSPs) have been created across the country co-ordinate the delivery of sport for young people in their area. Each Partnership is a network of key agencies including local authorities and local representatives of NGBs. The development of sports clubs providing opportunities for children and young people is an integral part of the CSPs' work. They will work closely with national governing bodies to provide support to clubs working to improve their quality and gain accreditation.

## BJA Club Recognition Scheme (CRS)

The BJA will deliver Clubmark through its Club Recognition Scheme (CRS), which has three levels of accreditation; bronze, silver and gold. The scheme has been introduced to recognise and reward examples of good practice within BJA member clubs that are promoting and delivering Judo across the country, and to spread best practice in management and coaching. It will provide a comprehensive development programme for all clubs, regardless of size of membership, status of facilities, and how often they meet.

## Clubmark benefits your club by:

- promoting your club
- giving support from sports professionals
- increasing membership
- developing your coaches
- developing your volunteers

The CRS is a whole club development scheme, which is also relevant to clubs that have adult sections, as well as those working with children and young people. By working through the scheme, it will enable your judo club to provide the best quality service to your members, by creating a specifically trained workforce of coaches, officials and administrators. It will also ensure the club is best placed to work in partnership with other local agencies, such as local authorities, to develop sustainable judo opportunities. The BJA believes this is the best way to lay the foundations for success at all levels up to international standard.

## Clubmark and judo

The BJA has worked with Sport England to line up the CRS Bronze level accreditation with the Sport England Clubmark scheme. This ensures that the standards the BJA have set for clubs working with juniors are consistent with those of other national governing bodies of sport and that judo clubs will gain equal recognition in their community. A club could start off by attaining the Bronze award, then work up towards and through the Silver, to finally reach Gold award criteria as its level of activity grows.

## Support and development

To make the application process as simple as possible, complementary resource materials for Sport England Clubmark and the BJA Club Recognition Scheme have been developed. Many of the achievement targets set for clubs are supported directly by the BJA Development Team with the availability of guidance notes and templates.

The BJA Development Team will provide support and encouragement to enable participating clubs to achieve the highest possible standards as appropriate. This will be supplemented by working closely with many sports partners both at local and national level.

After successfully achieving an award level, clubs will receive a certificate, which shall be valid for two years. At the end of the second year, clubs will be required to satisfactorily complete a monitoring sheet to re-validate their award in order to remain part of the scheme.

Any club that provides for juniors will be able to receive support and apply for Clubmark and the BJA Club Recognition Scheme.

## Gaining Clubmark accreditation

To gain Clubmark and CRS accreditation, you will be required to provide information and materials in an assessment file. Your BJA Regional Development Officer will explain the process to you. Once completed, the file is returned for assessment.

To participate in the scheme, please contact your BJA Regional Development Officer or Head Office:

British Judo Association, 7A Rutland Street, Leicester, LE1 1RB  
Tel: 0116 255 9669, Fax: 0116 255 9660, email: [bja@britishjudo.org.uk](mailto:bja@britishjudo.org.uk)

## The accreditation criteria

For safe, effective, child-friendly judo clubs, the criteria are outlined in the tables overleaf.



## Working together to develop and recognise your club

### Coaches and volunteers

There is a minimum of two BJA Club Coaches working within the club programme - all coaches hold a current valid BJA coaches' certificate

At least two volunteers (one is a coach) have attended a **sports coach UK** child protection course

One coach has attended a **sports coach UK** Equity in your Coaching course

One volunteer has attended the Running Sport Club for All course in the last 12 months

### Duty of care and child protection

The club has adopted the BJA Child Protection Policy and is working towards the procedures laid down

The club has adopted codes of conduct for all coaches, referees and volunteers working with children and young people

The club has a code of conduct for parents/carers

The club has written procedures for dealing with injuries/accidents

The club has access to a telephone at all club sessions, gradings and competitions

Coaches and volunteers have access to first aid equipment at all club coaching and competition sessions

The club has the contact details of parents/carers and emergency/alternative contacts

The club records all junior players taking part in coaching activity on attendance sheets with access to important medical information

### Club management

The club is affiliated to the British Judo Association, and has public liability insurance

The club has an open/non-discriminatory constitution that is reviewed annually and comparable to the current BJA Model

The club has a specific membership category and pricing policy for children and young people

The club has contact with its local authority sports development officer or Sports Partnership

The club has a junior co-ordinator to act as a liaison with Sport England, Sports Partnerships and the BJA

The club ensure that all coaching and competition takes place within a safe facility

The club has a set of rules for children and young people

The club communicates regularly with players/parents/carers via regular mailings of newsletter or information bulletin

The Club has established one Club - School link

The club has a current written 12 month action plan

### Playing programme – coaching and competition

The coaches and volunteers responsible for the programme have job descriptions with clear roles and responsibilities assigned

The club has separate junior and senior training sessions

The Club provides opportunities for juniors to gain grades in the BJA Mon grading scheme (including Novice to 6th Mon)

The club provides opportunities for juniors to attend BJA county/area competitions

The club operates with a recommended player/coach ratio no greater than 20:1

Safe, effective, child-friendly



Sport England is the brand name of the English Sports Council which is a distributor of Lottery funds to sport in England.

Sport England, 16 Upper Woburn Place, London WC1H 0QP  
Ref no: 2389  
Item code: SE/2389/0.2M/9/03  
© Sport England. September 2003  
Design: Wylie Design, London  
Print: Masterspeed Printing, London

