

BJA COACH EDUCATION COURSE LICENSING SCHEME

The BJA Coach Education Course Licensing scheme: In recognising that all BJA Coach Education Courses including Re-validation events must comply to certain benchmarks and with effect from September 6th 2004 the BJA is introducing a Coach Education Course licensing scheme. The purpose of the licensing scheme is to raise and maintain the standard of BJA Coaching courses.

How the scheme works: An Area Technical Director or other person empowered by the National Coaching Commission wishing to organise a Coach Education Course or Re-validation event firstly plans the event based on the requirements detailed in the BJA Coach Award Scheme Handbook. He/she then fills in the Coach Education Course Licence Application Form (see example) and the completed Application Form should then be posted to the BJA Coaching & Technical Administrator, British Judo Association, Suite B, Technology Centre, Epinal Way, Loughborough, Leicestershire, LE11 3GE. The application should be mailed to arrive at least 8 (eight) weeks prior to the event.

The Area Technical Director should stipulate on the Application Form, the nature of the course for which he/she wishes to apply. Provided that the Application Form is correctly filled in, the BJA Coaching & Technical Administrator will issue a Licence to the applicant. This is issued on condition that the course is run in conjunction with the requirements detailed in the BJA Coach Award Scheme Handbook. The Licence must be displayed in a prominent position, above head height, at the specified venue throughout the duration of the course in question. The Licence will state the name of the Organiser/Area Technical Director, the Venue and the nature of the course.

All literature appertaining to this event (Adverts and Programmes etc.) should contain the words "THIS IS A BRITISH JUDO ASSOCIATION LICENSED COACH EDUCATION COURSE".

Following the delivery of the course and within 7 (seven) days the ATD should return the Licence, with the reverse completed and signed, to the BJA Coaching & Technical Administrator, British Judo Association, Suite B, Technology Centre, Epinal Way, Loughborough, Leicestershire, LE11 3GE. This certifies that the course was conducted to the standards laid down in the Coach Awards Scheme Handbook; it is imperative that the ATD also completes in full and returns the register of the candidates who attended the course, which can be found on the reverse of the Licence. Details of those who attended will be registered centrally on the BJA's database from this document for Re-validation purposes.

The ATD is encouraged to inform the BJA of any incidents, so that they can be dealt with as required. Forms are available to notify the Complaints and Conduct Commission of any complaints arising during the event, REMEMBER, it is against BJA Rules to run a Coach Education or Coach Award Re-validation event without obtaining a Coach Education Course Licence – newly awarded Coach Awards will cease to be accepted unless they are gained via a legitimate BJA licensed Coach Education Course as of 6th September 2004. The Re-validation of existing awards will fall into line with the new system as of the individual Coaches next Re-validation following this implementation date.

With every BJA Coach Education Course Licence issued, a Coach Award Scheme Handbook will be supplied without further charge and these Handbooks may also be purchased separately, enabling Coaches to keep up to date with current requirements as these do change from time to time. The BJA Coach Award Scheme Handbook will be regularly updated during the transition from the old BJA Coach Award Scheme to the new scheme, which will embrace the requirements of the new National Coaching Certificate.

The B.J.A. National Coaching Commission will always be pleased to receive suggestions for improving the organisation and running of all Coaching Courses. Similarly, comments on the contents of the Coach Award Scheme Handbook will also be welcomed.



**BRITISH JUDO ASSOCIATION – NATIONAL COACHING COMMISSION
COACH EDUCATION COURSE LICENCE APPLICATION FORM**



COURSE TITLE			
COURSE VENUE			
COURSE DATE		COURSE TIME (From/To)	

ATD/Organiser		BJA Licence Number	
Position Held		Date Appointed	
Address (inc. Postcode)			
Telephone No (Day)		(Evening)	

COURSE CONTENT :

CALENDAR INFORMATION: Please enter the course detailed above into the BJA Calendar of Events. If the section below is not completed it will be presumed that the event does not need to be entered onto the BJA Calendar of Events.

Contact name		Telephone number	
		E-mail address	
Further details to be entered	Closing date for applications: _____ Course Fee: _____ Fee payable to: _____ Return address for application slips: _____ _____ Course suitable for candidates seeking to gain: LEVEL 1 / LEVEL2 / LEVEL 3 / LEVEL4 / LEVEL 5 / BJA Kata Awards / BJA Goshin Jutsu Awards / BJA PSA Awards And Re-validation purposes*. * Delete as appropriate.		

I certify that I am familiar with the requirements of this level of BJA Coaching Course and that the event will be run in line with the requirements laid down in the BJA Coach Award Scheme Handbook in all respects. I recognise that I am responsible to the British Judo Association for ensuring the course is correctly delivered.

ATD/Organiser signature		Date	
-------------------------	--	------	--

When this form has been completed it should be sent with the fee of £20.00 to:
 BJA Coaching Administrator, British Judo Association, Suite B, Loughborough Technology Centre, Epinal Way, Loughborough, Leicestershire, LE11 3GE.
 This form should be mailed to arrive at The BJA Head Office at least EIGHT weeks prior to the event. Your Coaching Course Promotional literature should state "THIS IS A BRITISH JUDO ASSOCIATION LICENSED COACH EDUCATION COURSE"