



# Scottish Karate Governing Body Ltd

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Directors:  
**Mr P. Giannandrea**  
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**Mr H Adam**  
**Mr A Simpson**

## **The Scottish Karate Governing Body Limited endorsement requirements for clubs seeking Tier 5 sponsor licenses**

In order to obtain an endorsement the association or club must be in membership of the Scottish Karate Governing Body Limited.

### **1. Agreed criteria for head coaches (National Level Tier 5)**

- 1.1 Coaches should have a minimum of 3 years technical coaching experience at World Level within their own style of karate or Sport Karate and hold a minimum grade of 4<sup>th</sup> Dan (Black Belt) or above in their Karate style issued from a credible source recognised by the SKGB.
- 1.2 The ability to communicate effectively in English (orally) is essential.
- 1.3 Individuals will hold national and/or international coaching qualifications (equal to the SKGB coaching level 3) and will be required to undertake health and safety, first aid qualifications and an awareness of child protection issues.
- 1.4 There are no suitable resident workers who are qualified to do this role. The Sponsor will need to provide evidence that the job has been advertised in the most appropriate national medium, such as the SKGB website which provides the best way of reaching suitably qualified resident workers.

### **2. Agreed criteria for head coaches (Club Level Tier 5)**

- 2.1 Coaches should have a minimum of 3 years technical coaching experience at World Level within their own style of karate and hold a minimum grade of 4<sup>th</sup> Dan (Black Belt) or above in their Karate style issued from a credible source recognised by the SKGB.
- 2.2 The ability to communicate effectively in English (orally) is essential.
- 2.3 Individuals will hold national and/or international coaching qualifications (equal to the SKGB coaching level 3) and will be required to undertake health and safety, first aid qualifications and an awareness of child protection issues.

- 2.4 There are no suitable resident workers who are qualified to do this role. The Sponsor will need to provide evidence that the job has been advertised in the most appropriate national medium, such as the SKGB Website, which provides the best way of reaching suitably qualified resident workers.

### **3. Agreed criteria for assistant coaches (National and Club Level Tier 5)**

- 3.1 Coaches should have a minimum of 3 years technical coaching experience at World Level within their own style of karate and hold a minimum grade of 4<sup>th</sup> Dan Black Belt) or above in their Karate style issued from a credible source recognized by the SKGB.
- 3.2 The ability to communicate effectively in English (orally) is essential.
- 3.3 Individuals will hold national and/or international coaching qualifications (equal to the SKGB coaching level 3) and will be required to undertake health and safety, first aid qualifications and an awareness of child protection issues.
- 3.4 There are no suitable resident workers who are qualified to do this role. The sponsor will need to provide evidence that the job has been advertised in the most appropriate national medium, such as the SKGB website, which provides the best way of reaching suitably qualified resident workers.

### **4. Salary**

- 4.1 The salary is usually agreed as part of the contract between the individual and the employer. This should be at least equal to those normally given to a 'resident worker' for this work.

### **5. Recruitment process to ascertain no resident workers are suitable**

- 5.1 The sponsor will need to provide evidence that the job has been advertised in the most appropriate national medium, such as the SKGB Website, which provides the best way of reaching suitable qualified resident workers.
- 5.2 This will be ascertained by providing screen shots/photocopies of the adverts within relevant publications to show where these roles were advertised extensively and externally.
- 5.3 The ability to communicate effectively in English (orally) is essential.
- 5.4 The ability to communicate effectively in English (orally) is essential. This will be ascertained through the application process and a letter confirmation from the club confirming that the level of spoken English is of an acceptable level.

## 6. How to apply for governing body endorsements for tier 5 sponsor licence for clubs

- 6.1 All potential sponsors should note that the purpose of an endorsement for a prospective sponsor is to confirm to the Home Office officials processing sponsor applications that the application is from a bona fide sports club or equivalent that has a legitimate requirement to bring migrants to the UK as sportspeople. The Home Office has additional criteria for sponsors that must be met in order for a club to be granted a Sponsor Licence. It is not the Scottish Karate Governing Body that will grant a Sponsor Licence to a club.
- 6.2 Once a club has obtained their Sponsor Licence from the Home Office, the sponsor will be able to apply for Certificates of Sponsorship, which it will allocate to migrants coming here to work for it. Each migrant that a club wishes to employ needs to be offered a Certificate of Sponsorship by the club. However, before a club can issue a Certificate of Sponsorship to a sportsperson, they will also have to obtain an endorsement from the Scottish Karate Governing Body for all applications made for individual sports people and coaches.
- 6.3 Once a club has obtained their Sponsor Licence from the Home Office, the sponsor will be able to apply for Certificates of Sponsorship, which it will allocate to migrants coming here to work for it. Each migrant that a club wishes to employ needs to be offered a Certificate of Sponsorship by the club. However, before a club can issue a Certificate of Sponsorship to a sportsperson, they will also have to obtain an endorsement from the Scottish Karate Governing Body for all applications made for individual sports people and coaches.
- 6.4 The purpose of a endorsement for a migrant is to confirm that he/she is an internationally established sportsperson at the highest level, will make a significant contribution to the development of his/her sport at the highest level in the UK and that it is appropriate to fill the post from outside the European Economic Area. The issue of a certificate of sponsorship authorises the migrant to apply for entry clearance but does **not** mean that his or her application will succeed.

## 7. Requirement Details for an endorsement

### 7.1 Tier: 5

Endorsement reference number:

Endorsement issued to (*sponsor full name*):

Sponsor address:

Endorsement issued for (*migrant full name*):

Address migrant employed at:

Job title: Salary (where appropriate):

Period of employment the endorsement issued for: (\*See below) *or*  
Start date of sponsor endorsement:

Date endorsement issued: Governing body endorsement issued by:

7.2 If an extension period is required or there are changes to the above details a new Scottish Karate Governing Body endorsement will be required.

7.3 The issue of the Scottish Karate 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.

7.4 The Scottish Karate Governing Body Endorsements will be issued for a period appropriate to the period of approval for sponsorship or the tier under which the application is being made, that is:

**8 Migrant Tier 5 sporting** – length of contract or up to 12 months, whichever is the shorter period.

8.1 The Scottish Karate Governing Body may endorse an individual for a shorter period than the employment contract, e.g. a season. If this is the case, the individual must be made aware that their certificate of sponsorship and consequently entry clearance or leave to remain will be limited to the length of the endorsement and will not be for the length of the contract.

8.2 The Endorsement will be signed by named representative of the Scottish Karate Governing Body Limited

8.3 The Home Office will make the final decision about who is allowed to come here. The migrant will need to obtain sufficient points and their personal or

immigration history will be considered as part of the entry clearance application.

- 8.4 There is an administration fee of £30 for each SKGB Endorsement for Migrant applications. Cheques must be included with applications, made payable to the Scottish Karate Governing Body Limited.
9. This endorsement criteria has been approved by the Scottish Karate Governing Body Board of Directors and circulated to the membership of The Scottish Karate Governing Body for consultation along with the Board of Directors Minutes and will be reviewed annually.
10. Dispute and appeals procedures are contained in the Articles of Association of The Scottish Karate Governing Body registered company number. **SC270068**

**For further information please contact:**

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Endorsements  
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Supported by  
**sportscotland**

The Scottish Karate Governing Body is a private company limited by guarantee. Company number SC270068  
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