



SKGB coaching process

To ensure that all SKGB coaches have in place Minimum Operating Requirements (MOR) and are assessed as being of standard to teach Karate safely to adults and children the SKGB have now put the following in place.

- All associations/ Federations will appoint and register an assessor with the SKGB with Ratified grade of 4th Dan or above.
- Associations / Federations that have no one of 4th Dan or above can request the services of an assessor from another SKGB Association / Federation.
- The registered SKGB assessor will be responsible for assessing that all new coaches meet the Minimum Operating Requirements (MOR) and have been assessed using the SKGB Karate coach assessment criteria.
- It will be the responsibility of the association assessor to make sure all coaching applications are complete as per SKGB requirements and to sign the coach off as being of coaching standard. Only when applications are complete should they be forwarded to the SKGB for processing.
- Existing SKGB Licensed Coaches will maintain their coaching qualifications as they have already been recognised as a qualified Karate coach by the SKGB.
- All Coaches must have met Minimum Operating Requirements (MOR) before applying for a PVG or a PVG statement update.

- All coach applications must supply a Self –Declaration form with applications for PVG membership or a PVG statement update.
- It is the responsibility of all associations to ensure that all Karate coaches teaching within their association / Federation have the proper coaching qualifications in place as stated by this policy document

Job Description – Association / Club Coach

This roll can be paid or voluntary.

Usual Tasks will comprise:

- General overseeing of Karate coaching provision within the association or club providing guidance on technique and technicalities of style of karate as required, and overseeing allocation of Karate coaches.
- General supervision of Karate coaching personnel
- Karate coaching at local junior coaching activities
- Karate coaching at coaching activities for adults
- Occasional general supervision of children when travelling (shared cars, minibus, possibly public transport) and at events, usually with at least one adult colleague (Refer to SKGB Child Protection Policy for guidance)
- Occasional supervision of children in residential facility during weekends away, with at least one adult colleague. (Refer to SKGB Child Protection Policy for guidance)

Duration/frequency:

This is “Regulated Work” under the terms of the Protection of Vulnerable Groups legislation and therefore requires the post-holder to be a PVG Scheme member.

All coaches will be required to have in place SKGB Minimum Operating Requirements (MOR) and will be required to comply with the Articles of Association, policies and Code of Conduct for Coaches of the Scottish Karate Governing Body Ltd.

LEVEL 1 CRITERIA

A Level 1 coach would qualify as a club coach to assist at club level working under the direct supervision and guidance of an S.K.G.B. Level 2 or 3 Coach

1. Hold a minimum of brown belt 3rd Kyu or above.
2. Be at least 18years of age.
3. Have attended a first aid course provided or approved by the applicant's own Association / Federation. The course to be a minimum of 4 hours.
4. The Association / Federation assessor to assess that the applicant has knowledge and training in basic teaching skills provided or approved by the applicant's own style and association.
5. Must have attended the following Sports Coach UK workshops.
 - Safeguard and Protecting Children 1
 - Coaching young Performers.
 - One other Sports Coach UK workshop
6. Have completed the Coach Registration Form which must be signed by the association assessor and supply all relevant information requested.
7. Hold a current Association licence and have professional Indemnity insurance.
8. Agreed to observe all S.K.G.B. policies and procedures and comply with the Articles and Memorandum of the SKGB
9. Supply a completed Self-Declaration form in a sealed envelope with the application
- 10, Apply to the S.K.G.B. to have a Protection of Vulnerable Groups (PVG) check

Example of planned assessment session for level 1

- Risk assessment
- Registration
- Warm ups
- Basics
- Combinations
- Impact training (If part of styles training and syllabus)
- Kihon Kumite
- Sanbon Kumite
- Jyu Kumite
- Kata 5 Pinan or 5 Heian
- Cool down
- Parental pick-up

LEVEL 2 CRITERIA

A Level 2 coach would qualify as a club, association and national coach to teach on his or her own without supervision and to assist at association and national levels

1. Hold a Ratified Dan Grade of 1st Dan to 3rd Dan issued from the S.K.G.B.
2. Be at least 21 years of age.
3. Have attended a first aid course provided or approved by the applicant's own Association and the course to be a minimum of 4 hours
4. The Association / Federation assessor to assess that the applicant has knowledge and training in basic teaching skills provided or approved by the applicant's own style and association
5. Must have attended the Sports Coach UK workshop.
 - Safeguard and Protecting Children 1
 - Coaching young Performers.
 - One other Sports Coach UK workshop
6. Have knowledge of your styles grading syllabus up to 1st Dan
7. Plan session and deliver.
6. Have completed the Coach Registration Form which must be signed by the association assessor and supply all relevant information requested.
7. Hold a current Association licence and have professional Indemnity insurance.
8. Agreed to observe all S.K.G.B. policies and procedures and comply with the Articles and Memorandum of the SKGB
9. Supply a completed Self-Declaration Form in a sealed envelope with the application
10. Apply to the S.K.G.B. to have a Protection of Vulnerable Groups (PVG) check

Example of planned assessment session for level 2

- Risk assessment
- Registration
- Warm ups
- Basics
- Combinations
- Impact training (If part of styles training syllabus)
- Kihon Kumite
- Sanbon Kumite
- Jyu Kumite
- Kata 5 Pinan or 5 Heian plus 3 advanced kata
- Cool down
- Parental pick-up

LEVEL 3 CRITERIA

A Level 3 coach would qualify as a club, association and national coach to teach on his or her own without supervision and to assist at association and national levels

1. Hold a Ratified Dan Grade of 4th Dan issued from the S.K.G.B.
2. Be at least 30 years of age.
3. Have attended a first aid course provided or approved by the applicant's own Association and the course to be a minimum of 4 hours.
4. The Association / Federation to assess that the applicant has knowledge and training in basic teaching skills provided or approved by the applicant's own association.
5. Must have attended the Sports Coach UK workshop.
 - Safeguard and Protecting Children 1
 - Coaching young Performers.
 - One other Sports Coach UK workshop
6. Have knowledge of your styles grading syllabus up to 3rd Dan
7. Plan session and deliver.
6. Have completed the Coach Registration Form which must be signed by the association assessor and supply all relevant information requested.
7. Hold a current Association licence and have professional Indemnity insurance.
8. Agreed to observe all S.K.G.B. policies and procedures and comply with the Articles and Memorandum of the SKGB
9. Supply a completed Self-Declaration Form in a sealed envelope with the application
10. Apply to the S.K.G.B. to have a Protection of Vulnerable Groups (PVG) check

Example of planned assessment session for level 3

- Risk assessment
- Registration
- Warm ups
- Basics
- Combinations
- Impact training (If part of styles training and syllabus)
- Kihon Kumite
- Sanbon Kumite
- Jyu Kumite
- Kata 5 Pinan or 5 Heian plus 5 advanced kata
- Cool down
- Parental pick-up

Coaches Assessment sheet:

Coaches name:		Association:	
	Tick appropriate box		
Dojo risk assessment	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Class Registration	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Warm ups	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Basics	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Combinations	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Impact training (if part of styles requirements)	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Kihon Kumite	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Sanbon Kumite	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Jyu Kumite	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Kata Coaching:	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Level 1		<input type="checkbox"/>	
Level 2		<input type="checkbox"/>	
Level 3		<input type="checkbox"/>	
Cool down	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Parental pick up observed	Completed	<input type="checkbox"/>	Not carried out <input type="checkbox"/>
Signed off by assessor as being viewed as competent to teach Karate All completed boxes must be ticked by assessor to be accepted by the SKGB			
Assessor Print name:		Sign:	
Date:			

1. Association Assessor signs off paperwork and forwards to SKGB
2. External verifier (SKGB) checks and issues SKGB coaching qualification and updates SKGB database and website.

Approved workshops

Safeguarding and Protecting Children	SCUK
Safeguarding and Protecting Children 2: Reflection on Practice	SCUK
Safeguarding and protecting Children for 16-18 year olds	SCUK
Equity in your Coaching	SCUK
How to Coach Disabled People in Sport	SCUK
Analyzing your Coaching	SCUK
A Guide to Mentoring Sport Coaches	SCUK
Coaching Children and Young People	SCUK
Inclusive Coaching: Disability	SCUK
NEW - Planning and Periodisation	SCUK
NEW - Coaching the Young Developing Performer	SCUK
In Safe Hands	CHILDREN1st
Risk assessment	CHILDREN1st
Sports science	To be confirmed
Sports rules	Refereeing Commission