



Tournament Handbook

(October 2023)

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INTRODUCTION

British Judo competitions are licenced by the British Judo Association (BJA), the National Governing Body for judo in Great Britain and the British member of the International Judo Federation (IJF).

This handbook is for all competition organisers, from clubs just starting to organise events through to experienced competition controllers. It also lays down standards and rules which must be adhered to when running BJA licenced events.

A competition or tournament is defined as an event where players have contests adjudicated by a referee and where there are prizes or medals at stake. Randori sessions, friendly contests for practice only and Judo Festivals are not within the definition.

All competitions and U8 Festivals need to be licenced by the BJA. Licensing is simple and easy to do. In all cases, the overriding concern must be for the safety, welfare, benefit and enjoyment of the participants.

The BJA are grateful to all those who have contributed in many ways to the handbook over the years; in particular to Brian Regan and Joe Ekins, who were responsible for the production of the first edition, to Jean McNaughton who did so much to teach, encourage and develop many high quality tournament directors and table officials; and to all of those volunteers who have helped develop and advance the system over the years since.

PLANNING AN EVENT

All events need to prioritise the enjoyment and the experience for all that attend and take part.

WHO IS THE EVENT FOR?

Level of event, age group, grade, experienced, recreational, development, aspiring...

EVENT CALENDAR PLANNING?

Location, facilities, does it clash with another event?...

COMPETITION FORMAT?

Ranking event, promotion point scoring, pools, knockout, weight categories (Index System), rules, medal presentation, weigh-in times...

VOLUNTEERS?

Referees, technical officials, tournament directors, event welfare officers...

SAFETY REQUIREMENTS?

First aid, mat area, risk assessment, tournament licence, stewards...

EVENT PREPARATION

PLANNING AHEAD

Listed below are some key things to check and complete well ahead of an event. This list is not exhaustive.

- Check venue availability
- Check the calendar planning document for availability and book a calendar slot
- Gather the key information and dates, & prepare the entry forms (BJA entry form template)
 - > This should be clear and concise, ideally 2 pages or less.
 - > Providing a summary poster which can be displayed by coaches in clubs.
 - > Online entry systems are a great way to collect entries. Online forms can also be used to collect entrant details.
 - > You should ensure the entry forms ask for consent to use their details for the event and gain permission to use their contact details for the event ([GDPR Guidance](#)).
 - > Weigh-ins should be staggered to prevent players waiting for long periods before their categories are called. Staggering also prevents long queues of players waiting to weigh in.
- Marketing & event branding
 - > Want to design resources and advertise on social media? Visit the [club resource centre](#).
- Key personnel (Event Organiser, Tournament Director, Referee in Charge & Event Welfare Officer)
- Appoint a medical team (check the table on page 11 for the minimum requirements)
- Invite technical officials and referees

PRE EVENT

Listed below are the main tasks to complete in the last couple weeks ahead of an event. This list is not exhaustive.

- Entry list checks
 - > Check the entry list before the day in case there are any players who are unlikely to get contests because there is nobody in their category. Contact such players and let them know. Nothing puts people off more than travelling to an event, only to find nobody to fight. They won't come back next year.
 - > Competitions which offer players lots of contests tend to be more popular. Travelling a long way for two contests rarely goes down well. If you are able to offer three or more contests for every participant, your event will be quite popular.
- Send out final key information to the entrants
 - > Confirm details such as start times, weigh ins, any changes to the original plans and reconfirming the venue location and parking arrangements.
 - > Providing an event timetable with the mat plans can be really useful for coaches and parents.
- Ensure all equipment is ready and available
 - > Medals, mats, weigh in scales, scoreboards and CARE system are all key pieces of equipment. A full list of suggested equipment is available in the appendices (see appendix 9).

POST EVENT

Immediately following an event the following needs to be completed:

- Complete tournament documents and return to Head Office
- Complete and submit any incident forms
- Collect event feedback from all event attendees

EVENT PREPARATION...*Other considerations*

MEDAL PRESENTATIONS

At events below National level (and even at some National events), players appreciate getting their medals as soon as possible after their category has finished. That said, a bit of razzmatazz with a podium and backdrop and a nice, distinctive medal or trophy always go down well. However, dating medals means that you cannot use leftover medals for future events. Organisers should ensure that the last medal presentation groups of the day are given equal time and applause as other presentations.

SPECTATOR SEATING AND CATERING

Keep the spectators happy by ensuring that they have a seat and a reasonable view of the mats. Good catering is also well received. If you are able to do your catering in-house, this can also raise revenue.

OFFICIALS

There is a balance to be struck between using local officials and bringing them in from afar, and between having very experienced officials and developing new ones for the future. A combination of both usually works best.

Keep officials happy, so that they will come again, by ensuring they get refreshments and a good lunch and are generally looked after, welcomed at start of day and thanked at the end of the day.

ATMOSPHERE

There are many ways to establish a good atmosphere at the event. Often the Tournament Director and Referee In Charge can set the tone by being friendly, positive and approachable. However, there are other things which can be done as well to make the day enjoyable for all.

Most significantly, the players should always come first. It is not difficult to spot when this ethos is in place. Players, coaches and spectators will forgive many other issues, including late finishes and limited space, if they see that the players are being put first.

STEWARDS

To assist with crowd control and access points, stewards can be a great help. Whether it is a team of volunteers from your club or a paid team, using stewards can help your event run smoothly. Stewards are particularly useful when dealing with large numbers of spectators, as professional teams are trained to assist with venue evacuation and basic first aid.

RISK ASSESSMENT

There are two main considerations for judo events, firstly the 'duty of care' which is a common law duty that applies to all individuals and organisations and has been developed by the courts. Secondly, health and safety legislations such as Acts of Parliament and regulations that set specific duties for employers in order to limit the risks to anyone coming into contact with their organisation. For more information please visit the [Health and Safety Executive. https://www.hse.gov.uk/](https://www.hse.gov.uk/)

Judo Events with paid employees fall within the main scope of the Health and Safety at Work Act and are required to ensure safe systems of work and a safe working environment for their staff, day workers and others using the premises where the work takes place. Most health and safety law and regulation applies to employers. As such it is not legally binding on judo events without employees. The BJA recommends that judo events without employees achieve the same standards of health and safety required of employers.

This demonstrates to volunteers that they are valued and enables the organisers to satisfy its duty of care. It is key to remember, the Health and Safety at Work Act only lays down statutory duties; a common law (i.e. non statutory) duty of care towards others applies to all those who visit, work, or are affected by a club's activities.

RISK ASSESSMENT continued...

Organisations with no employees must take all reasonable steps to ensure the safety of volunteers involved in any activity for which that organisation is responsible. This is known as owing a 'general duty of care' and it applies to all organisations, whether or not they have paid staff. If you ask a volunteer to do a task and they suffer personal injury then the organisation may be legally responsible for the injury.

Such liability depends on establishing that the organisation failed to take reasonable care of the volunteer. Example: a volunteer using a hand drill is injured when masonry fractures, puncturing an eye. They were not wearing the supplied safety goggles. A Court would look at the training and supervision received by the volunteer.

If there was no training or supervision then the organisation would probably be found negligent, and liable to pay compensation. A duty of care can arise in ways that are not always obvious, e.g. loaning equipment to others; sponsored walks; running fêtes; organising day trips and selling food.

Risk assessment is a technique for identifying and controlling hazards associated with an organisation's activities. Voluntary groups, without employees, should undertake risk assessments but are not obliged to do so. Undertaking risk assessments demonstrates commitment to volunteers and the duty of care owed to them. They are also an excellent way to identify and overcome health and safety problems. Risk assessment involves identifying all hazards, assessing the risk and putting in place measures to control unacceptable risks. E.g. replacing the faulty socket. Assessing risk requires knowledge of the work activities. This can be found in the people who do the work. The assessment should therefore involve employees and volunteers. A hazard is anything that has the potential to cause harm.

Example judo [risk assessment form](#).

For more information please visit the [Health and Safety Executive](https://www.hse.gov.uk/). <https://www.hse.gov.uk/>

AGE STRUCTURE, CONTEST TIMES & WEIGHT CATEGORIES

The tables below give contest times and standard weight categories for each age range. However, it is important to consider if your event will have enough entries across all categories. Some events reduce the number of categories by combining lower end or upper end categories, for example by starting with U52 instead of U48. However, you may lose entrants that way, so it is important to consider this carefully. Some events also sub-divide into grade sections; again you need to consider if you have enough potential entries to do this.

In this document and context "Gender" means the gender assigned to the competitor at birth. In accordance with the [BJA's Transgender Inclusion Policy](#), competitors may not compete in a gender category different to the gender assigned to them at birth, except with a determination by the BJA Transgender Inclusion Panel.

MASTERS AND SENIORS

Many masters events are divided into wider age ranges, e.g. 30-39 years, 40-49 years, in order to ensure enough entries to make reasonable categories (see appendix 3).

Section	Age Range	Gender	Contest Times	Weight Categories (kgs)
Masters	Minimum 30 years of age up to less than 80 years (note: some events may have higher minimum ages.)	Male	M1-M6 and F1-F3: three minutes	60, 66, 73, 81, 90, 100, +100
		Female	M7 & F4 and above: 2.5 minutes (plus 1 minute Golden Score)	48, 52, 57, 63, 70, 78, +78
Seniors	14 years of age and above	Male	Four minutes	60, 66, 73, 81, 90, 100, +100
		Female	Four minutes	48, 52, 57, 63, 70, 78, +78

YOUNGER PLAYERS USING “age on the day of the event” system

Section	Age Range	Gender	Contest Times	Weight Categories (kgs)
Under 16	Over 12 and under 16 years of age	Male	Three minutes	38, 42, 46, 50, 55, 60, +66
		Female	Three minutes	40, 44, 48, 52, 57, 63, +63
Under 12	Over 8 and under 12 years (must be a minimum of 8)	Male	Three minutes	27, 30, 34, 38, 42, 46, 50, +50
		Female	Three minutes	28, 32, 36, 40, 44, 48, +48

For U12 categories the index system can be more effective at appropriate category creation than using traditional weight categories. To see more about the index system please use appendix 16.

It is possible to combine U16 and U12 into one section, but great care must be taken to ensure there is not a great age discrepancy (i.e. more than 3 years) between individual players. For this reason, it is strongly advised to use the index system if combining the age ranges.

YOUNGER PLAYERS USING “born in the year of” system

Section	Age Range	Gender	Contest Times	Weight Categories (kgs)
Juniors	14 years to 19 years old	Male	Four minutes	55, 60, 66, 73, 81, 90, 100, +100
		Female	Four minutes	44, 48, 52, 57, 63, 70, 78, +78
Cadets	14 years to 16 years old	Male	Four minutes	42, 46, 50, 55, 60, 66, 73, 81, 90, +90
		Female	Four minutes	40, 44, 48, 52, 57, 63, 70, +70
Pre-Cadets	12 to 13 years old	Male	Three minutes	34, 38, 42, 46, 50, 55, 60, 66, 73, +73
		Female	Three minutes	32, 36, 40, 44, 48, 52, 57, 63, 70, +70
Minors	8 to 11 years old This category is often subdivided into 8-9 years and 10-11 years	Male	Three minutes	27, 30, 34, 38, 42, 46, 50, +50
		Female	Three minutes	28, 32, 36, 40, 44, 48, +48

The age range in the “Born in the year of” system is not exact. The situation is as follows:

Internationally, the age ranges change on January 1st. For example, in 2024 the Cadet age band is for players born in the years 2007-2009. This means that these players would be between the ages of 14 and 16 on January 1st. However, players aged 16 will therefore turn 17 during the year and yet will still be classed as cadets and so eligible to enter these events. “14 years to 16 years old” therefore refers to their age on January 1st.

However, in Britain, we change the age bands on September 1st. So in this example, players born in 2009 would become cadets from September 1st 2023 even though they might still be 13 years old at that time.

Cadet rules always allow strangles and armlocks, so it is highly recommended that a minimum grade of green belt is required for a cadet event.

For Minors events it is acceptable to allow 8-11 years to enter, although it is also acceptable to have a separate 8-9 years age band. Players MUST be a minimum of 8 years of age to enter the event: players under the age of 8 cannot compete in competitions. Care must be taken to make this clear on the entry form and to check ages at weigh-in.

Players under 8 years of age cannot compete in competitions but can participate in Under 8 Judo Festivals. For the full guidance on Under 8 Festivals please see appendix 15.

British Schools and Regional Schools events

These events use a different system based on school years. Mostly, they use two-Year bands, usually: Years 4 and 5 (at Regional Schools only), Years 6 and 7, Years 8 and 9, Years 10 and 11, Years 12 and 13.

Years 10 and 11 are within the Cadet Age band, therefore strangles and armlocks are allowed here. Regional Schools events usually combine Years 10-13, to ensure there are sufficient entries to run meaningful categories. They also can combine Years 4 / 5 with 6 / 7 for the same reason.

REQUIREMENTS

REQUIREMENTS FOR BJA TOURNAMENTS

This section sets out the requirements for a BJA licenced tournament and the procedure for applying for a licence.

ALL competitors need to hold full BJA (or affiliate) membership.

The minimum safety standards for all levels of competition are set out in the table below.

Referee levels and numbers are the responsibility of the Referee in Charge (RiC) in accordance with the guidelines laid down by the National Refereeing Commission (NRC). The number of referees and technical officials is to be decided by the RiC and Tournament Director (TD) - allowing sufficient time for breaks.

Mat sizes shown in the table are minimum mat sizes and increase with the number of mats and level of competition. Unless otherwise stated the surrounding safety area is always 3 metres and the adjoining safety area 4 metres. There must be a free zone (nothing and nobody in it) of at least 0.5 metres all around the competition area. Any competition looking to run an event with a mat size less than the minimum mat sizes requires a concession from head office. This can be applied for with the tournament licence.

Waiting times before and after competing should be kept to a minimum. The use of staggered weigh-ins and regular medal presentations can facilitate this.

The level of the event should be displayed clearly on the competition information/ entry form, as should the use of any technical restrictions and ranking/ point scoring status of the event. A competition may have different age group sections. However, each competition needs to focus on attracting, and providing a positive experience, for each defined group of players. If sections are different, the levels must be displayed clearly on the competition information/ entry form and the competition licenced to the highest level catered for.

To provide competition continuity in the case of local equipment failure, a back up record of the contest scores must be kept. This could be through a cloud based back up system or as a paper record.

REQUIREMENTS

Event Level	Level One	Level Two	Level Three	Level Four	Level Five
Category of Event	Development / Recreational			Performance / Elite	
Participant Level	Beginners	Intermediate	Experienced	Aspiring	
Who is the competition for?	Events for beginners and developing judoka. The first level of competition that judoka should attend. This level of competition is for novices to orange belts. The exception to this, is inter or intra club events, that may contain higher grade judoka (who are appropriately matched up).	Events for developing, recreational and intermediate judoka. This level of competition is for judoka who have attend a number of level one events. This level is for green belts and below. This event may contain categories for lower belts but these will be grade banded with technical restrictions.	Events for recreational, intermediate and experienced competitors. This level of event is for judoka who have attended multiple level one and two events. This level is for orange and above belts (unless otherwise stated).	Event for intermediate, experienced and aspiring competitors. This level of event is for judoka who have attended multiple level one, two and three events. This level is for green belt and above (unless otherwise stated).	
How will the competition run?	A competitive experience, that may incorporate development or club activities. The organisers may use rules such as accumulative scoring, ne-waza only and guaranteed time on the mat. Groups in this contest might be created using the index system.	A competition focused on providing as many contests as possible for entrants. Age banded and grade banded where appropriate. The index system may be used to group entrants together.	These events are focused on the competition, often the format of the event is straight knock-out/ elimination. Level 3 events are not ranking but they may be point scoring. This event may have age and grade banding with technical restrictions.	These events are focused on the competition. They can be ranking events for cadets, juniors and seniors. These events will often be point scoring and will have a knockout or elimination format.	
Why is it being run?	Focused on fun, engagement and creating positive experiences.	Focused on fun, competitive experience for development and creating opportunities for technical development through competition.	Focused on competitive development, creating challenges for developed judoka and continuing their positive experience.	Focused on creating challenges for developed judoka, continuing their positive experience.	
Maximum Contest Areas	There is no set maximum number of contest areas. If there is more than one contest area it is the responsibility of the organiser to follow minimum safety ratios. Please note: ratio of 1 RIC per 3 mats minimum. Over 3 mat competition run by a TD who is a Level Two Coach or CR must have a ratio of 1 TD per mat area minimum (only when over 3 mat areas).				
Maximum entries (Per Contest Area)	75 athletes per mat per day (50 if Tournament Director is a Level Two Coach)	75 athletes per mat per day	75 athletes per mat per day	75 athletes per mat per day	
Tournament Director (Minimum Qualification)	Level Two Coach or Contest Recorder (CR)	Contest Recorder (CR)	Senior Recorder (SR) or Provisional Competition Controller (PCC) if points scoring	Competition Controller (CC) or PCC	
Competition Area (Minimum Sizes)	Contact BJA if smaller than 5m x 5m for U16, 6m x 6m for 16+, both with 3m safety, 4m adjoining area. 0.5m clear around the outside edge.	Contact BJA if smaller than 5m x 5m for U16, 6m x 6m for 16+, both with 3m safety, 4m adjoining area. 0.5m clear around the outside edge.	Contact BJA if smaller than 6m x 6m (all ages), with 3m safety, 4m adjoining area. 0.5m clear around the outside edge.	Contact BJA if smaller than 7m x 7m (all ages), both with 3m safety, 4m adjoining area. 0.5m clear around the outside edge.	
Tournament Licence Cost	1 contest area £0 per day, 2 contest area £12 per day, 3 contest area £24 per day, 4 contest area £36 per day, 5+ contest areas £45 per day				
Technical Officials (Minimum Per Contest Area)	One	Two – One must be a CR or above	Two – One CR or above plus One TK or above	Two – Two CRs or above	
Referees	Refer to British Judo Refereeing Handbook for Referee Level, Referee Amount, per Mat, Judges and Referee in Charge.				
Event Welfare Officer (Minimum Qualification)	Must be a Level Two Coach or a Club Welfare Officer. The Event Welfare Officer cannot be the same person as the Referee in Charge or Tournament Director. There must be at least one Event Welfare Officer present and visible at the competition. Please see the full details for this role on page 13.				
Medical Requirements	One first aider per mat area. Plus cover for breaks and lunch.	One first aider per mat area. Plus cover for breaks and lunch.	One first aider per mat area. Plus cover for breaks and lunch.	One first aider per mat area. Plus cover for breaks and lunch. One doctor or physiotherapist (per event).	
Promotion Point Scoring	No	No	No if TD is SR. Yes if TD is PCC or above	Yes (except British Pre-Cadets)	
Contest Rules	Modified IJF and Technical Restrictions where applicable	Modified IJF and Technical Restrictions where applicable	Modified IJF and Technical Restrictions where applicable.	Performance rules for Junior and Senior British Championships	
CARE System	Optional	Optional	Desirable	One camera mandatory, two prefer	
Medical	Medical attention will not automatically result in kiken-gachi	Medical attention will not automatically result in kiken-gachi	Medical attention will not automatically result in kiken-gachi	IJF Contest Rules Apply	
Matside Coaching	Allowed throughout the contest	Allowed throughout the contest	Allowed throughout the contest	IJF Contest Rules Apply	
Weigh-ins	All under 18s weigh ins must take place as an open weigh in with allowances given (please see page 16). Any competition that has both over and under 18s, must have an open weigh in for U18s. It is optional to offer a closed weigh in for over 18s only. The weigh-in area must be closed to same gender only if less than trousers are to be worn. The entry form should state any deviation from the above, but cannot be less clothing than stipulated above.				

As directed by the governing international body in charge of the event

APPLYING FOR A TOURNAMENT LICENCE

1. Check the Calendar Planning document and book a calendar slot

Do not advertise the competition until confirmation from the BJA Events Officer that the date has been cleared. Check calendar planning document by [clicking here](#) or visiting: <https://www.britishjudo.org.uk/my-judo/competition-organisation/calendar-planning/>

Book the event calendar slot by [clicking here](#) or visiting <https://www.britishjudo.org.uk/my-judo/competition-organisation/competition-booking-form>

All competitions and Festivals need to be licenced by the BJA. It is highly recommended that you check your proposed date with the Area Secretary or Home Country Secretary. You are advised to do everything you can to avoid clashes with events that may affect yours, both inside and outside of your Area. Remember that is not just players but officials, referees and volunteers you may be short of in the event of a clash.

2. Appoint the event team and apply for a licence

You must appoint individuals to support your event in the following positions:

- Event Organiser
- Tournament Director
- Referee in Charge
- Event Welfare Officer

A Tournament Licence is granted once an application has been validated against all requirements. A Tournament Licence application can be made by [clicking here](#) or visiting <https://www.britishjudo.org.uk/my-judo/competition-organisation/tournament-licence-application-form>

3. The BJA can provide **access to volunteers** in your area who can help run the tournament. If you need assistance please contact the Events Team.

4. Once approved, **the BJA will issue the Tournament Licence** to the Tournament Director. The event will have a fixed listing on the BJA calendar.

5. When the tournament has finished all documents, including the following should be returned to the BJA Head Office:

- Completed Tournament Return, including Referees' and Technical Officials' Logs,
- Completed pool sheets and knockout tables,
- Results Summary,
- Dan Grade Promotion Points log table (if necessary),
- Behavioural and Safeguarding Reports.

All medical incidents must be reported by the Tournament Director to the British Judo Events Team, or directly to the BJA insurers at Howdens - the website can be accessed at <http://www.ps-judo.com/report-incident>

REQUIREMENTS

YOUR EVENT TEAM

Event Organiser

The event organiser is the main point of contact for your event. They will coordinate the event information/ outlines, entry system and collation of entrants information for the tournament director. The organiser will also manage the entry fees, venue booking, booking the medical team, recruiting technical officials and referees, and organising catering if required. There are no minimum requirements for an event organiser, but this person should ensure they are registered as a BJA member. A free membership is available for volunteers in this position.

Tournament Director

The Tournament Director (TD) is responsible to the BJA for the successful running and administration of an event. The qualification needed to be the TD is dependent on the level of the event. The event must reach the minimum required safety standards laid down by the Tournament Handbook - this is the responsibility of the TD. The TD is also responsible for the return of all the required tournament paperwork. It is preferred that this is done electronically.

Referee In Charge

The Referee in Charge (RIC) is responsible for all aspects of refereeing/ referees. The qualification required to be RIC is dependent on the level of the event and is detailed in the [Referee Handbook](#).

Event Welfare Officer

This is the person responsible for any safeguarding or welfare concerns raised during or, regarding the event. It is a mandatory position for all events and tournaments and a condition for the issue of a Tournament Licence. The Event Welfare Officer (EWO) will work in conjunction with, and answerable to the TD. This is a unique role (no dual role).

The EWO must keep a log of any issues or concerns raised using the Incident Notification Form. Any completed forms should be shared with the TD and a copy sent to the BJA Safeguarding Team by email: Safeguarding@britishjudo.org.uk The Incident Notification Form can be found at [here](#).

If there is an issue or concern raised and you require further or immediate support please contact the BJA Safeguarding Manager on 07788 391520. This line is not a 24 hour service, but all matters will be responded to as soon as possible. Some concerns may be passed to the relevant statutory agency, Area or Home Nation.

If there is a concern that a child or person is at risk of immediate harm, contact should be made with either the Police or Local Authority Children's Services or the NSPCC Helpline: 0808 800 5000.

The person named as the EWO should meet either of the following standards:

- British Judo Club Welfare Officer ([requirements](#)) or Area Welfare Officer
- Level 2 BJA Coach (Licence, DBS and Safeguarding must be up to date)

The EWO is expected to be at the venue 30 minutes before the weigh in commences and remain until all players and coaches have left the venue. The EWO must attend the weigh in area during the weigh ins to ensure that correct procedures are followed in accordance with the Tournament Handbook guidance. If they need to leave the venue at any point, they should liaise with the TD who will arrange for someone to deputise in their absence. The EWO role is intended to be a proactive one and the designated person should ensure that all event attendees comply with the relevant codes of conduct. Any abuse of the codes should be reported to the TD with whom a joint decision should be made as to what action is taken. It should be remembered that abuse of a person at a BJA licenced event will not be tolerated and anyone doing so may be ejected and reported to the Complaints and Conduct Commission or Safeguarding Team for possible disciplinary action.

REQUIREMENTS

YOUR EVENT TEAM...*Continued*

Medical Team

The medical team are vital to running a safe event. The organisers should ensure that the medical team not only meet the minimum requirements set out in this document, but also that they are appropriately qualified, insured and appropriate to cover the risks highlighted in their risk assessment. The BJA medical team guidelines for events set out in this document are the MINIMUM levels of cover recommended by the BJA to event organisers for BJA licenced judo competitions. The level of cover used by the event organiser must be informed by a risk assessment. A risk assessment must be performed for all judo activity (and event set up and derig - where appropriate). The risk assessment is the responsibility of the event organiser. If you require support in completing your risk assessment please contact the BJA Events Team.

Level 1-3

For level 1-3 events the minimum requirement is to have 1 first aider per mat area at minimum, plus additional first aiders to cover breaks/ lunch. Recommended ratio is three per two mats to allow for this.

Level 4

For level 4 events the minimum requirement is to have 1 doctor/ physiotherapist (per event), and 1 first aider per mat area at minimum, plus additional first aiders to cover breaks/ lunch. Recommended ratio is three per two mats to allow for this.

First Aiders

Qualified first aiders must be BJA members (volunteer membership is sufficient) in order to be covered by BJA insurance. If using an outside agency, such as St Johns, they will have their own full insurance. Please note that it is the event organisers responsibility to ensure that any outside agencies providing medical cover are appropriately qualified, trained, experienced and insured - you can request evidence of this when booking.

The minimum qualification for first aiders is Level 3 First Aid Qualification.

Doctors/ Physiotherapists

Qualified doctors or physiotherapists must be registered with their relevant governing body. It is the responsibility of the event organiser to check that they have the appropriate experience and training in first aid and/ or pre-hospital immediate care.

- A doctors registration status can be checked at: <https://www.gmc-uk.org/>
- A physiotherapists registration status can be checked at: <https://www.hcpc-uk.org/>

Alternatively to a Doctor or a Physiotherapist, a Paramedic can be used. They must be registered with the Health & Care Professions Council (<https://www.hcpc-uk.org/>) as a state registered paramedic. The individual should have appropriate experience and training in first aid and/or pre-hospital immediate care. If working outside the NHS they will require their own indemnity insurance.

Medical Points and Set Up

The medical team must be positioned within the sports hall or field of play, directly adjacent to the mat area(s). The medical team should have a clear view of the contest area. If an event has more than one mat area, there will be several medical tables.

- 1 medical table can cover up to 2 contest areas

The event must have a plan in place to ensure all mat areas medical requirements are met, including cover for if a first aider has to leave their position to deal with an injury. The medical points must be clearly recognisable and accessible. Each medical table must be supplied with a fully stocked first aid kit. Consider the need and practicalities for any other additional equipment (e.g. Automated External Defibrillator (AED)) and where appropriate, have a place for the storage, usage and maintenance as required.

Injury and Incident Reporting

It is the responsibility of all event team members to record any incidents on the incident reporting form and submit this with the tournament document returns. This can be submitted by the event organiser or the TD to the BJA Events Team after the event.

SAFEGUARDING

Age Restrictions

- Competitions for players aged under 8 years old are not permitted by the BJA. For this age group we encourage organisers to run Festivals.
- Under 18 open competitions e.g. 8 years to 17 years are not permitted. Some form of age banding is required. (It is usually best to make the cut-off age 14 so that strangles and armlocks can be allowed.)

Shime-waza (strangles), Kansetsu-waza (armlocks) or Kata-sangaku

- Categories which could include players under 14 years on the day of the event cannot allow either strangles, armlocks or kata-sangaku.
- Categories solely for cadets (recommended minimum grade of green belt), juniors or seniors must allow strangles and armlocks.

There is a single exception to the minimum age of 14, which is where the age bands for cadets change in September and a player moving into that age band for the first time has not yet reached the age of 14. It is therefore strongly recommended that any cadet categories in events between September and December should have a minimum grade of green belt.

Shime-waza (strangles) for Veteran Competitors

Veteran events in categories for 60 years of age and over, must exclude shime-waza for medical reasons. In categories with under and over 60 year old athletes, the athletes must decide for themselves if it is safe for them to take part, and if they do compete they must do so entirely at their own risk.

Weight Categories

At the extreme light weight and extreme heavy weight ends, try to ensure that there is not too much percentage weight difference between players. Around 10% of body weight is a reasonable guide, but only a guide: sometimes a wider range is the only way to proceed. It is important to try to cater for players of extreme weights, they will find the same problems at many events. Also, we don't want to turn anybody away from an event unless we absolutely have to.

When combining weight categories, or where there is a player that is extremely light or heavy, consult with the coaches of the lighter players concerned, or the players themselves (or parents if young players) if the coaches are not available.

Kiken-gachi

A player is able to defer their next contest by moving one place down the running order, whilst receiving medical attention and still be able to continue. That said, they or their coach must inform the table who can then adjust the running order. Please note that in a Teams contest the rules on Kiken-gachi are different and explained in the Teams section (please see appendix 2).

REQUIREMENTS

WEIGH-INS

Where players weigh in wearing judogi trousers and (where appropriate) t-shirts, the weigh-in should be open. Where players weigh in anything less, the weigh-in must be closed.

Open Weigh In

An open weigh-in is mandatory for all under 18s.

The weigh-in must be conducted in an open environment where the scales, players, officials and parents can be openly seen. There is a need to keep the weigh-in area controlled and clear. Players must not get changed into their judogi trousers and/ or t-shirts in the weigh-in area; they must use the changing rooms.

All players who are under 18 **MUST** weigh in wearing contest-legal judogi trousers, and contest-legal t-shirt. An open weigh-in can be used at any event (level 1-4) and allowances given.

Gender	Dress Code	Weight Allowance
Female	Must wear a t-shirt/ rash guard, with competition legal trousers	0.8kg
Male U18	Must wear a t-shirt/ rash guard, with competition legal trousers	0.8kg
Male 18 and over	Can choose to wear a t-shirt/ rash guard, but must wear competition legal trousers	0.7kg for trousers only, +0.1kg if t-shirt/ rash guard is worn

Closed Weigh In

The weigh-ins must be conducted in a closed environment and there must be a minimum of two officials of the same gender as the players present. A closed weigh is exclusively for those aged 18 and over. At Senior and Masters events, players can weigh in without clothing and with no allowance. However, organisers could consider using the underwear allowance instead. An allowance for underwear is 0.1kgs.

An event with both under and over 18s present should stagger the times to separate these age bands if a closed weigh in is offered to over 18s, or ensure that separate and well signposted areas are used.

Sweating Off

The BJA prohibits players who are under 18 from sweating off. If such players are seen sweating off at events by Competition Organisers or officials, they should be asked to go straight to the scales and weigh in and will have to fight at the weight they are when they step on the scales. A toilet visit should be allowed but players should not be allowed to continue to sweat off. If the player refuses to go to the scales, they will be withdrawn from the competition.

Any cases where a player is seen sweating off must be reported using an incident report form and submitted to the BJA with the tournament return documents.

Weight Changes

It is mandatory at all BJA licenced events that players must be allowed to change weight categories without financial penalty. At events below National level, players can change weight category when they weigh in.

At National events, the protocol is that players must declare a weight change when they register, i.e. when they produce their licence and get a weigh-in card. If event organisers of National events wish to use this protocol, it must be clearly stated on the entry form and the organisers must provide test scales, calibrated and regularly checked to ensure they are weighing exactly the same as the official scales. These test scales must be located where players can strip off to the degree allowed at the weigh-in.

WEIGH INS...*Continued*

Protocols

Competition organisers should make provision for enough staff to be available at weigh-ins so that officials do not find themselves having to manage players alone.

Except in cases of emergencies, the use of mobile phones or any device with photographic capability is completely prohibited at all weigh-ins. Competition organisers should ensure signs are visible around the weigh-in area which makes this policy clear.

T-Shirt Criteria

The standard T-shirt / Rash Guard worn in all categories will be plain white with a round neck collar and have a maximum sleeve length up to 5cm above the wrist joint.

There will be no advertising on the T-shirt / Rash Guard of any description other than the standard manufacturers label, maximum size of manufacturers label will be 3cm x 15cm and not visible when the jacket is tied in its normal position.

Should a T-shirt / Rash Guard become damaged or soiled to such a degree that the referee decides it requires changing, an appropriate official of the category gender will accompany the athlete to do so. The athlete must not be left on their own during this process in case of any anomaly occurring.

Any changing must be conducted in a changing room irrespective of age.

REQUIREMENTS

CONTEST GUIDE

Roll Call

Before starting the first contest of any category, in the absence of a Judogi Control system (which most events do not have), it should be the standard practice for Tournament Officials to conduct a roll call at the mat of all competitors due to compete at the category, in case any competitor is not aware that their category is about to start and, if appropriate, to establish a 'holding area'.

Technical Restrictions

See the [BJA Amendments to IJF Contest Rules](#) for the full technical restrictions. Technical restrictions should be applied as follows:

Maximum Age and Grade of Players	Technical Restrictions - Banned Techniques	Technical Restrictions - Contest Termination
U12 years (all grades)	Yes	Yes
U16 years (yellow belt and under)	Yes	Yes
U16 years (orange belt and under)	No	Yes

The technical restrictions are exclusively for players of this age and/ or grade.

The technical restrictions prohibit certain actions during contests in order to promote better judo development at a young age or low level and to enhance the safety of players at these levels.

Decision at end of contest and Golden Score

Where BJA Technical Restrictions are in use, if scores are level at the end of the contest but there is a difference in penalties, the contest is decided according to those penalties (and recorded as a win by 1 point). If both scores and penalties are equal then the contest goes into Golden Score. A single penalty or score given during Golden Score will terminate the contest.

Where BJA Technical Restrictions are in use, Golden Score is three minutes and follows immediately after normal contest time. If scores and penalties are level at the end of that time, the referees will make a decision and award the content to one player.

Rest Periods between contests

At all British Judo events, competitors are entitled to a rest period between contests of at least six minutes. However, at International events (Level Five events) the rest period is ten minutes.

Fusen-Gachi (Non-Appearance)

The time allocated for non-appearance of a competitor is three minutes. The player should be called to come to the mat over the PA system every minute until the three minutes has lapsed. However, at International events (Level Five events) the time is 30 seconds.

Hansoku-Make (Disqualification)

If any contestant receives a direct Hansoku-make, they will normally be disqualified from that contest only. However, if the referees decide that an action which was penalised by direct Hansoku-make was "against the spirit of judo", they will recommend to the Tournament Director that the offending player should not be allowed to continue in the competition.

In all instances, the final decision to disqualify any player from the remainder of the competition will be made by the Tournament Director on recommendation from the Referee in Charge.

Footwear

In the interests of health and safety, Tournament Officials should ensure that all competitors wear footwear (shoes, slippers or zori, not just socks) when not on the mat, and ensure there is no footwear on the mat.

COMPETITION LEVELS

LEVEL ONE TOURNAMENTS

This section sets out what is expected at a Level One Tournament. For a full specification of a Level One Tournament, see the Requirements Section.

Ideally all players will be introduced to competition at their own club with their club coaches. A familiar environment with familiar people makes for a more positive experience. This level of competition is for novices to orange belts. Focused on fun, engagement and creating positive experiences.. In only rare circumstances would a Tournament Licence be issued for a Level One Tournament catering for players of a higher standard (an example being a closed club competition or team event).

Recommended Method of Elimination

For this level of competition it is recommended that each player receives a minimum of three contests. This can be achieved using single pools of four or above. Everyone who competes should receive a medal or award of some kind, this can be achieved by using multiple bronze medals or a separate participation medal / award. The best way to do this is to use the index method (see appendix 16).

Venue

The venue for Level One tournaments would ideally be the club practice venue or a local community / village hall which would hold one mat area of a minimum size of 5x5m for players under 16 and 6x6m for senior players, in each case with 3m surrounding safety area. If your club venue cannot accommodate a total mat area of 11x11m for U16 players or 12x12m for senior players, please contact the Events Officer at Head Office to discuss any potential options and assess the risks associated with a smaller mat area. A competition on more than one mat area has a higher level of minimum standard that needs to be satisfied; this is detailed in the Requirements Section.

While a designated warm-up area is not mandatory, it is advisable to either have such an area or allow time between categories on the contest area for warm-up.

Do not accept more entries than you should. Overcrowded venues, long waits for contests and late finishes make for a negative experience.

Event Welfare Officer

The Event Welfare Officer is responsible for any safeguarding or welfare concerns raised regarding the event. It is a mandatory position for all events and tournaments and a condition for the issue of a Tournament Licence. Working in conjunction with, and answerable to the Tournament Director. See the 'Event Welfare Officer' section for further information.

Weigh-in Official

If there is a weigh-in at the event, a volunteer is needed to check each player's membership and record their weight.

Volunteers

All volunteers working at the event should be BJA members in order to be covered by BJA insurance. Volunteer membership is free – contact Head Office Membership Team for details.

Dates

There will be no calendar restrictions on this level of event, but organisers should work with their local clubs and other tournament organisers to ensure there are no clashes. It is advisable to consult the Area or Home Country Secretary when fixing the date of the event.

The calendar slot should be booked at least **one month** before the event.

COMPETITION LEVELS

LEVEL TWO TOURNAMENTS

Level Two events are designed for players who have had experience at Level One events but are still. Steps should be taken by organisers to ensure that very experienced players do not enter Level Two events.

Recommended System

The index system works well for this level of event. It allows control of the size of categories and discourages weight control for young players. Not all players at Level Two events would normally receive medals. To do this, where numbers allow, players can be sorted into groups of 6-10 and placed in twin pools with a crossover to semi-final and final, the losing semi-finalists gaining bronze.

Groups of less than 4 can be played in single pools. Six players in a category could be a single pool (with four medals awarded), or if time does not allow that, use twin pools of three but give the player from each pool who does not progress an extra contest against the equivalent player from the other pool. This way, each player will again receive at least three contests.

Venue

The venue for Level Two tournaments would ideally be a large club practice venue or a local school or community/ village hall which would hold one or two mat areas of a minimum size of 5x5m for U16 and 6x6m for seniors, with 3m surrounding safety area in each case and 4m safety area between two contest areas. If the venue cannot accommodate a mat area of this size, contact the Events Officer at Head Office to discuss any potential options and assess the risks associated with a smaller mat area. If you would like to hold more than two mat areas, the higher level of minimum standards needs to be satisfied. While a designated warm-up area is not mandatory, it is advisable to either have such an area or allow time between categories on the contest area for warm-up.

Do not accept more entries than you should. Overcrowded venues, long waits for contests and late finishes make for a negative experience.

Event Welfare Officer

The Event Welfare Officer is responsible for any safeguarding or welfare concerns raised regarding the event. It is a mandatory position for all events and tournaments and a condition for the issue of a Tournament Licence. Working in conjunction with, and answerable to the TD. See the Event Welfare Officer section for further information.

Volunteers

All volunteers working at the event should be BJA members in order to be covered by BJA insurance. Volunteer membership is free – contact Head Office Membership Team for details.

Weigh-in Official

The weigh-in officials should check for valid membership, other eligibility requirements and record the weight of the player.

Dates

There will be no calendar restrictions on this level of event, but organisers should work with their Area or Home Country Secretary, local clubs and other tournament organisers to ensure there are no clashes. The calendar slot should be booked **at least six weeks before** the event.

The tournament licence application form must be submitted to Head Office **at least three weeks prior** to the event with the current fee per day of competition.

LEVEL THREE TOURNAMENTS

Level Three events are designed for players who have had substantial experience at Level Two events. These events provide contest opportunities for recreational players but also allow for the development of aspiring elite players.

Recommended Method of Elimination

The method of elimination depends on the purpose of the event. In all cases a player should receive a minimum of three contests. Pools to knockout and simple repechage or compound knockout are the appropriate methods of elimination for open tournaments. Not all players at Level Three events would normally receive medals, in particular where there are low numbers or pools are used. For British Championships or high level events with low entry numbers are present the medals would be awarded as suggested on page 31 of the IJF Sports and Organisation Rules document ([link](#)).

See the section 'Draw' for explanations of the methods of elimination and the procedure for performing the draw. Most Level Three events would use predetermined weight categories in defined age bands. The standard weight categories can be found in the 'Planning' section.

Venue

Level Three tournaments would take place at any venue up to smaller leisure centres which can hold up 3 or more 6x6m contest areas with 3m surrounding and 4m adjoining safety area. A warm up area would be desirable at this level of event or allow time between categories on the contest area for warm-up. A warm-up area is mandatory for British events.

Ensure that the venue has adequate car parking and seating capacity for spectators. Check with the venue for their public safety assessment for the venue capacity, and the emergency evacuation procedure. On site catering facilities are necessary for events at this level.

Do not accept more entries than you should. Overcrowded venues, long waits for contests and late finishes make for a negative experience.

Event Welfare Officer

The Event Welfare Officer is responsible for any safeguarding or welfare concerns raised regarding the event. It is a mandatory position for all events and tournaments and a condition for the issue of a Tournament Licence. Working in conjunction with, and answerable to the Tournament Director. See the 'Event Welfare Officer' section for further information.

Weigh-in Official

The weigh-in official should check for valid membership, other eligibility requirements and record the exact weight of the player.

Stewards

Stewards control crowds and politely keep walkways and fire exits clear. They also ensure that the medical staff have a clear view of, and access to the competition areas throughout the competition. Considering your events risk assessment you should consider whether stewards are needed to help achieve safe conditions. In particular consider: crowd management, circulation of spectators, likelihood of incidents or disorder and support in dealing with incidents. Stewards are optional for this level of event.

Announcer

It is advisable that Level Three events have an adequate PA system, through which announcements can be made to all spectators and competitors. Usually the TD or Organiser would take this role, but another person could be given this role.

Volunteers

All volunteers working at the event should be BJA members in order to be covered by BJA insurance. Volunteer membership is free – please contact Head Office Membership Team for details.

LEVEL THREE TOURNAMENTS...*Continued*

Information point (Optional):

It may be useful to have an area where up-to-date information (e.g. timetable, draws etc.) is available. A timetable should be available at a Level Three event, see the appendix 10 and appendix 11 for tables with time calculations.

Dates

The organiser should check to ensure there are no clashes with nearby events, looking further afield than for Level One or Two events. The organiser should consult the Area or Home Country Secretary when fixing the date of the event.

The calendar slot should be booked **at least two months before** the event. The tournament licence application form must be submitted to Head Office **at least three weeks prior** to the event with the current fee per day of competition.

COMPETITION LEVELS

LEVEL FOUR TOURNAMENTS

Level Four events are National and Ranking events only. They are designed for experienced players who have ambitions to compete for their country at higher levels and participate in international events. All BJA Ranking Events need to satisfy the Level Four requirements.

Recommended Method of Elimination

This is usually Compound Repechage, unless there are less than eight players in a category, in which case twin pools to crossover or single pools are used. Not all players at Level Four events would normally receive medals, in particular where there are low numbers or pools are used. For British Championships or high level events with low entry numbers are present the medals would be awarded as suggested on page 31 of the IJF Sports and Organisation Rules document ([link](#)).

Venue

The venue must be able to hold sufficient 7x7m contest areas with 3m surrounding safety area and 4m adjoining safety area. A separate warm up area is required at this level of event.

Do not accept more entries than you should. Overcrowded venues, long waits for contests and late finishes make for a negative experience.

Event Welfare Officer

The Event Welfare Officer is responsible for any safeguarding or welfare concerns raised regarding the event. It is a mandatory position for all events and tournaments and a condition for the issue of a Tournament Licence. Working in conjunction with, and answerable to the Tournament Director. See the 'Event Welfare Officer' section for further information.

Weigh-in Officials

The weigh-in official should check for valid membership, other eligibility requirements and record the exact weight of the player.

Stewards

Stewards control crowds and politely keep walkways and fire exits clear. They also ensure that the medical staff have a clear view of, and access to the competition areas throughout the competition. Considering your events risk assessment you should consider whether stewards are needed to help achieve safe conditions. In particular consider: crowd management, circulation of spectators, likelihood of incidents or disorder and support in dealing with incidents. Stewards are strongly advised for this level of event.

Announcer

It is advisable that Level Four events have an adequate PA system, through which announcements can be made to all spectators and competitors. Usually the TD or Organiser would take this role, but another person could be given this role.

Volunteers

All volunteers working at the event should be BJA members in order to be covered by BJA insurance. Volunteer membership is free – contact Head Office Membership Team for details.

Information point:

At Level Four events players, coaches and officials should have access to up to date information. Copies of draw sheets should be displayed in a place where coaches and players can access them. Having draw sheets online is good, but a physical information point is still required, with displays in warm up areas or spectator areas showing the running order of contests so that players know when to prepare.

A timetable should always be available at a Level Four event.

Dates

Level Four events have a larger impact on the national calendar. No two Level Four events can be held on the same weekend. The calendar slot should be booked **at least six months before the event**. The tournament licence application form must be submitted to Head Office **at least three months** prior to the event. The application can be submitted well in advance to increase the time for advertising.

COMPETITION LEVELS

LEVEL FIVE TOURNAMENTS

Level Five events are for performance players and are hosted under licence of the EJU, IJF or another international organisation. These events would be hosted by the BJA Events Team.

All aspects of these events, such as method of elimination and weigh-in protocols, are decided by the relevant international federation under their rules.

The calendar scheduling for these events is controlled by the EJU and IJF. Level Five events will take priority over all other levels. It is outside the control of the BJA when tournaments of this level are scheduled.

As there is no international Technical Official pathway, the requirements of this level of event are as follows: The Tournament Director must hold the Competition Controller award, the two officials on each mat shift must both hold the Senior Recorder Award as a minimum.

HOW EVENTS ARE RUN

COMPETITION FORMATS

Level 1-4 Events

There are many types of competition formats available to use. The preferred format will depend on the type of event you are looking to run. For example a development event for beginners may combine training, randori and competition within the day. While an Area open will likely use compound knockout, except where there are low numbers in a group (1-6 entries may use pools). The following pages document the advantages and disadvantages of some of these methods of elimination.

	Recommended Competition Formats	Suggested Weight Grouping
Level 1	Pools	Grouped using the Index system
Level 2	Pools, Pools into Knockout	Grouped using the Index system or weight categories
Level 3	Pools, Pools into Knockout, Compound Knockout, Pools into Knockout & simple repechage, Pools throughout	Grouped using weight categories
Level 4	Pools, Pools into Knockout, Compound Knockout, Pools into Knockout & simple repechage, Pools throughout	Grouped using weight categories

International (Level 5) Events

Competitions at international level are run in strict formats set by the relevant international governing body. The below table is from the Sports and Organisation Rules document, written by the IJF.

Events	System of competition for 6 or more athletes/teams	System of competition for 5 or less athletes/ teams
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Seniors

Continental Cups	Double repechage	Low numbers systems for IJF WJT events
Continental Opens	Quarter-final repechage	
Continental Championships		
Continental Championships Mixed Teams		
Grand Prix		
Grand Slam		
Masters		
World Championships Seniors		
World Championships Open	Double repechage	
World Championships Mixed Teams		
World Championships Veterans	Quarter-final repechage	Not applicable
Olympic Games Individual and Mixed Teams		
Non-World Ranking List Events	Organiser's choice	Low numbers systems for IJF WJT or other events

Cadets and Juniors

World Championships	Quarter-final repechage	Low numbers systems for IJF WJT events
World Championships Mixed Teams		
Continental Cups	Double repechage	
Continental Championships		
Continental Championships Mixed Teams		
Youth Olympic Games	Full repechage	

HOW EVENTS ARE RUN

METHODS OF ELIMINATION

Compound Repechage

Competitors' names, grades, clubs / areas / nations are entered on the elimination table and the competition proceeds as a knockout until just two competitors remain. These two compete for the gold and silver medals. All competitors who are beaten before the Final compete for the two bronze medals.

Advantages

- All competitors have at least two contests.
- The gold medallist is unbeaten on the day.
- A simpler system to administer than pools to knockout.

Disadvantages

- The repechage may be lengthy.
- A competitor may meet the same opponent twice, once in the original knockout and again in the repechage (The original result is NOT carried forward).

Pools followed by knockout & simple repechage

The competitors' are allocated to pools. Competitors in the same pool compete in a round robin basis (everyone fights each other once). The top two competitors in each pool progress into the knockout. They are allocated to pre-determined positions on the elimination table. If one of the top two players withdraws, the next highest player progresses. Elimination proceeds as a knockout until two competitors remain. The two finalists compete for gold and silver medals. The competitors who are beaten by the two finalists in the knockout stage compete in a repechage for the two bronze medals (simple repechage). See appendix 6 for a guide to transferring from pools to knockout.

Advantages

- All competitors have at least two contests and can be made more than two if pools are made large.
- Allows a fairly quick processing.

Disadvantages

- Competitors may meet the same opponent twice, if both players reach the final (The original result is NOT carried forward).

Single pools

Players are separated into single pools of preferably 4 or 5 players, usually at competitions without predetermined weight categories, by the index or weight method. This is the usual system for Level One events, and if there are five players at this level, three bronzes are awarded.

Advantages

- At Level One events, all competitors receive a medal – good for inexperienced judoka.
- With no knockouts, it is a quick system, and easy to arrange that everybody gets at least three contests (see section on Level One events).

Disadvantages

- More medals needed.

Pools Throughout

Pools Throughout is the usual system for a trials event.

No competitor should fight the same opponent more than once. Therefore, where they appear matched again in subsequent rounds, the initial results should be entered (in a different coloured ink) and the initials C / F (Carried Forward) entered alongside the result.

This method will also assist the points recorder when they are completing competitors' points cards.

See appendix 7 for a guide for transferring from pools to pools.

HOW EVENTS ARE RUN

METHODS OF ELIMINATION Continued

In the first round, competitors are allocated to pools. The top 2 competitors in each pool progress to the subsequent round to form new pools. Again the top two competitors in each pool progress into the next round. This process is continued until a single final pool is formed.

Advantages

- Allows competitors to be tested over many contests.
- Will produce the most consistent top two competitors of the day in rank order.

Disadvantages

- The most time consuming method of elimination.

Additional note:

Straight Knockouts or those with double or quarter final repechage may not be used without permission from the BJA, which is unlikely to be given without very exceptional reasons, and any event must be clearly advertised as such.

Deciding positions in pools

In any event in which pools are used, the following rules apply:

1. Positions are decided on wins first, then points.
2. All wins count equally, whether ippon, hansoku-make or kiken-gachi.
3. If two players are tied on both wins and points, the player who won the contest between them comes higher.
4. If three players are tied on both wins and points, the contests between them must be re-fought and the time of all scores recorded. If the re-fight also finishes tied, the winner is the player who won their contest in the shortest time.
5. If a player fails to appear for a contest in the pool, all of their previous results are made void. This does not however invalidate any promotion points scored (see appendix 14 on promotion points).

SEEDING & DRAW PROCEDURES

Seeding

In theory seeding should separate the strongest competitors in each category, so that they meet as late a stage as possible in the chosen method of elimination. In theory the best two players should not meet until the final and the top four until the semi-final.

Seeds are placed in the pool / knockout position number corresponding to their seed, i.e. seed one in pool / position one, seed two in pool / position two etc. There are several ways to determine the seeded players.

Whichever method is to be used must be stated on the competition paperwork.

The generally accepted methods of seeding are as follows:

- To seed according to a current ranking list, the IJF and / or BJA may maintain a ranking list appropriate to the competitors catered for.
- To seed by the results of a previous competition, whether that be the same tournament the year before, or another specified tournament.

Ranking Events

The seeding for BJA Senior Ranking Events should be the current BJA Senior Ranking List, unless advised by the Performance Directorate and agreed with them in advance of the tournament. Ranking seeding at these events takes priority over geographic seeding.

Draw procedure for Compound Repechage

Once the seeds, if any, are in place, all other players should be placed into the vacant positions on the sheet(s). Geographical separation should take place to separate players from the same club and / or area / country. Players from the same club, area or country should be placed in opposite sides (if two of them) or quarters (if three or four of them) on the knockout table. This ensures that, if they keep winning, they do not meet until as far into the elimination as possible.

Seeding for Team Championships

Geographical separation may be carried out where there are "A" and "B" teams entered.

Where first round pools are used, the four Semi-Finalists from last year's Championships' are seeded to head the four pools as follows:

Gold from previous year	Pool One / Position One
Silver from previous year	Pool Two / Position Two
Bronze from previous year losing to Gold	Pool Three / Position Three
Bronze from previous year losing to Silver	Pool Four / Position Four

It is a recommendation that the Team Managers / Captains are invited to the draw.

This seeding system can also be used for non-ranking senior tournaments where many of the players are the same as last year. It is less useful in U16 events, as most players will have moved up weight categories since last year.

EQUIPMENT REQUIREMENT GUIDELINES

At Control

- Two Tables for Tournament Director and Assistants – they need to spread out, so given them plenty of table space)
- Sufficient chairs
- Competition Sheets / appropriate paperwork
- Medallist information sheets and Medals
- Spare points cards (if required)
- Access to electrical power sockets
- Microphones
- Computer and printer if event is run by computer
- Photocopier (optional) unless there is a printer

The Control Centre must be situated in an area adjacent to the mat areas, protected from interruptions.

Each Mat Area

- Two tables – approx size of 60" x 30" (150cm x 75cm)
- Chairs – one for each official working on the table
- Two chairs for competitor coaches
- Two chairs for the judges
- Communication link with Control
- Electronic or manual scoreboard (if using an electronic one, consider whether a manual back-up is needed)
- Electronic or manual clocks – if manual, one for contest time, one for osaekomi time
- Additional clock, even if electronic clocks in use, to time rest or player with three minutes to get to the mat
- For a white judo suit only event: Six Belts – three blue and three white per mat. For senior events make sure that the belts are long enough. At white and blue judo suit events, players wear their grade belt. Supplying belts makes the event go faster.
- Mat area numbers
- Microphone – Ideally one for each mat area
- One audible signal – e.g. whistle. Mats should have different signals.
- Pens – black ballpoint pens photocopy more easily

Before the Start of the competition

Check all equipment is working.

Where electronic scoreboards and / or laptops for recording are in use, or video care system, ensure there are suitable and sufficient power points available. Power and network cables should be taped down to avoid accidents.

Be careful not to use tape which can damage floors as venues may charge for the damage.

Weigh-in Point

- Scales – see minimum standards for events
- Pen or stamp - for marking competitors' cards and containers for completed weigh-in cards
- Tables and chairs
- Pens, competitors weigh-in cards, containers for completed weigh-in cards
- Chairs – one for each official.

The original entry forms must be available to check details and queries.

Medical - Matside requirements

- One table and sufficient chairs for medical staff and patients
- One fully equipped First Aid Box
- Vomit bucket

RESOURCES

EQUIPMENT REQUIREMENT GUIDELINES Continued

Note: the matside station should be literally matside, with nothing between the medical staff and the mat, so that they can see and quickly attend where needed. Therefore, when there are three or more mats, several matside stations may be needed. Also, a referee may need to quickly get to the station to observe treatment.

Medical - Medical Station (where required)

- 1 Medical Inspection Bed (a 180cm x 90cm table with padding may act as an alternative)
- Screens for privacy
- One fully equipped First Aid Box – normally provided by St. John's / St. Andrews / Red Cross
- One stretcher and blankets
- Water and ice available throughout the day
- A telephone

It is mandatory that the medical cover is in place before the first contest begins and remains in place at all times throughout the competition.

Medical staff, like all volunteers, need breaks and lunch, so enough medical staff should be arranged that this can be covered.

REMEMBER YOU ARE OBLIGED BY LAW TO PROVIDE SUITABLE MEDICAL AID AT A PUBLIC EVENT.

Main entrance

- One Table
- Tickets and Programmes
- Cash Float
- Signs to direct Competitors and Spectators

APPENDIX 1 - NATIONAL EVENTS

British Championships

This is an annual championship with sections for Pre Cadets, Cadets, Juniors and Seniors. As the highest Level Four event, players are expected to have had experience at Level Three and other Level Four events. Entry for the Senior section is by qualification through the BJA Ranking Lists.

British School Championships

This is a Level Three development tournament for Minors, Pre Cadets, Cadets and Juniors, although the age bands are by school years rather than calendar years. The top British players are prohibited from entering, allowing for development of up-and-coming players. It is also the top development event for young volunteers, TOs and Young Referees.

Hosted National Events

British Minors Championships

This Level Three event is a development event for players as well as for young volunteers, Technical Officials and Referees.

British Masters Championships

This Level Three event is for players aged 30 and older.

British National Team Championships

This is a Level Four event for teams of men, women, boys and girls and maybe mixed from Home Countries and English Areas.

English Open

One of the four Level Four Home Country open tournaments, which form part of the BJA Ranking System, it has sections for Pre-Cadets, Cadets, Juniors and Seniors. These are not all run on the same weekend and often by different hosts.

The Scottish, Welsh and Northern Ireland Opens are similar events, but each is run by the Home Country in question.

British Kata Championships

This event is managed by the National Kata Commission. Kata is different to contest judo: in kata, each pair of players work together to produce a demonstration which is judged by an expert panel according to their technique and skill.

British Adaptive and VI Championships

This is a national event for players with disabilities. This event is managed by the Inclusion Commission.

The referees for these events, except the British Kata Championships and the British Adaptive and VI Championships, are selected by the refereeing commission. A formal request for selections should be sent to the referee commission secretary 4 months in advance of the event, the commission will provide the list with reserves and the organiser will make the callings. The judging panel for British Kata Championships is selected by the National Kata Group.

APPENDIX 2 - TEAM EVENTS

Team events can be very exciting and a great way to build spirit and camaraderie. Teams can be from clubs, counties, areas or even scratch teams.

At a team event, each player in the team competes against the equivalent player in the other team. Teams can be composed of a player in each weight group or (for teams or subsections of three players) a combined weight for the entire team. It is also possible to have teams with boys, girls, men and women in the same team.

Contests between two teams are matches, and contests between two individuals are contests.

It is advisable to have an odd number of players in each team to avoid drawn matches. It is also important to make the categories so that clubs or areas can field full or near full teams.

Weight Categories and Weigh-ins at team competitions

When using defined weight categories, players are permitted to fight within their own weight category or one weight category higher. For this reason, at the weigh-in, the official should enter a player's exact weight against each name as well as the category they have entered in. However, if the event uses only every second weight group, reserves should only cover those two weight groups.

Team managers should register and weigh in all their team members at the same time, in order to deal with any issues which may occur. Care should be taken with Cadet age band and below to ensure that there are not any mismatches of weight, over 10% of body weight difference, between the players without consultation with the team coach.

Standard weight allowances: should be given for Cadets and below, this can be combined and given as a team allowance (for combined weight teams), or for individual weight categories.

Default, Withdrawal and Disqualification

If no competitor is stood in a particular weight group place at the team bow at the start of a team match (fusen-gachi) that place will remain empty for that team for the rest of the tournament.

Any player who receives a Direct Hansoku-make (against the spirit of Judo) will not be allowed to continue for the rest of the competition and it will not be possible to replace the disqualified player.

Reserves

There are two ways in which reserves can be used at team events. The choice of method is down to the tournament organisers but must be made clear on the information / entry form.

Method One: Single Substitution

A reserve player can substitute an original team member. That reserve must continue to compete in that position for the remainder of the tournament. The original team member is not permitted to return to the team at a later stage, nor is the reserve able to compete in a different weight category at a later stage, even though they may have been originally entered to cover both weights.

Method Two: Unlimited Substitution

Before each team match, the team coach must present to the Technical Official the composition of the team. At each team match the team coach has the right to replace one or several competitors by other competitors of the corresponding weight category or from the next lower category.

APPENDIX 2 - TEAM EVENTS

Order of Contests

In all events, unless a random start is stipulated, the order of contests should be from the lowest weight category to the highest.

Team Match Procedure

In matches where Technical Restrictions are not in force, if the scores are level at the end of an individual contest the contest will go into golden score. The winning team is the team with the greatest number of individual contest wins. Should there be an equal number of individual contest wins then the team with the greatest number of points is the winning team.

If the number of points is also equal then the match is a draw. If the teams are in a pool, the match is entered on the pool sheet as a draw. However, if there then needs to be a decision because the pool places are tied, or if the match is in the knockout stage, the procedure is as follows:

All fighting positions (including any positions where only one team has a player, but not any positions in which neither team has a player) are allocated numbers and the numbers placed in a container. The number drawn out will indicate the competitors who shall fight off to decide the winning team. That contest will start in Golden Score.

Pools

On a team pool sheet, the number of individual contest wins gained by each team and the points from those wins should be recorded and counted towards the total individual wins and points for that team in the pool, even if the team lost that overall match.

Pool positions are decided by team wins first, then individual wins, then individual points. A drawn team match in effect counts the same as a loss

APPENDIX 3 - MASTERS EVENTS

The British Championships Masters' age bands are as follows:

Masters Age Bands (Male)	Masters Age Bands (Female)
30 years and over up to 34 years old. (M1)	30 years and over up to 39 years old. (F1)
35 years and over up to 39 years old. (M2)	40 years and over up to 49 years old. (F2)
40 years and over up to 44 years old. (M3)	50 years and over (F3)
45 years and over up to 49 years old. (M4)	
50 years and over up to 54 years old. (M5)	
55 years and over up to 59 years old. (M6)	
60 years and over up to 64 years old. (M7)	
65 years and over up to 69 years old. (M8)	
70 years and over. (M9)	

For smaller events, there are usually fewer age bands and these may be merged subject to entries. Players would rather have wider age banding and therefore more contests per event than a strict adherence to the above age banding.

Key Success Factors

Unlike players on the performance pathway, most masters compete purely because they want to. The atmosphere at masters events is usually more friendly than most events and they will generally prefer an easy-going, positive approach from event organisers.

Masters are rather more likely to stay overnight before an event and a suggested range of accommodation to suit different pockets can help.

Many masters also like to weigh in the night before the event, so it can be useful to put on an optional weigh-in for the night before, but ensure that players have the choice between evening and morning weigh-in. An evening before weigh-in will however reduce the queues for the morning weigh-in.

Continuous Contests

Once started, a weight category in any Age Division must be run through to the very end, as far as practical, without any stoppage. Do not hold masters finals until the end of the day, they don't want this and also you would end up with too many finals.

Also, have medal presentations as soon as possible after the contests have finished – holding them back until the end of the day would again be unpopular and you would have too many of them.

Category Combining

Only weight categories with three or less entries should be combined. However, in the case of only three entries, if it is not possible to safely combine categories, then a pool of three should be considered:

A) Combining within the same age division: Players should remain within their age division if possible.

B) Combining using weight categories: Competitors should ideally only be combined with other competitors who are no more than one weight category lighter or one weight category heavier. Special consideration should be given to the actual weight differences. Remember to consult with coaches or players (with masters, it is usually players) who are being combined upwards.

So, combine weight categories first rather than age divisions, wherever possible.

APPENDIX 4 - KATA EVENTS

Kata events are very different to contest (shiai) competitions.

In a kata event, players enter as a pair and present their kata (formal display) to a panel of judges and are evaluated on the quality of their performance. Medals are awarded according to the effectiveness of the skill shown and the closeness to the "Kata Standard". For each kata, the event will give a Kata Standard, usually the Kodokan kata videos, which gives a guide as to how the kata should be performed.

Kata events are usually split between adult categories and children's categories, possibly with a subdivision of the children's age ranges. However, there is no safety issue with children competing against adults in kata, because players only perform with their own partner. The age categories are there to simply make it fairer, as an experienced adult Dan grade is likely to have a better skill level than a young player.

Normally, children's kata categories are restricted to nage-no-kata, katame-no-kata and sometimes ju-no-kata. However, there is no reason why children cannot enter senior categories in the other kata.

The Kata

Generally in Great Britain, there are six kata which appear in kata events.

Nage-no-kata

This is the kata of throws and is probably the best known of the kata. The full kata has five sets, each of three throws performed to right and left on the move. Children's kata events usually specify just the first three sets, usually excluding the third technique in set one, kata-guruma, because it is a lifting throw which young bodies often cannot manage and the landing can be dangerous.

Katame-no-kata

This is the kata of groundwork, with three sets of five techniques. The first set is groundholds, the second is strangles and the third is locks. Children's categories usually specify just the first set or two sets.

Ju-no-kata

This is the kata of gentleness. It is less related to modern judo but provides opportunity to study both the essence and history of judo.

Kime-no-kata

This is the traditional kata of self-defence, including defences against strikes and weapons.

Goshin-jutsu

This is a more modern self-defence kata, again including defences against strikes and weapons.

Gonosen-no-kata

This is the only kata common in Britain which is not a recognised Kodokan Kata. It involves modern contest throws and counters to them, all of which are common and legal in contest judo. The BJA have developed their own version of this, intended as a bridge between shiai and traditional kata.

Running a Kata Competition

All that is needed in terms of officials is a panel of judges (usually three judges), an administrator and first aid cover (the level of cover required for a Level One contest event will suffice: injuries at kata events are very rare). Referees, timekeepers and recorders are not required. The administrator gives scoresheets for each pair to each of the judges, who score every technique and the opening and closing of the kata. The administrator collects the sheets after each kata, totals the scores and works out a rank order for the players for medals.

Most kata events are single-mat events. A tournament licence is required for a kata event, but the Levels for normal competitions do not really apply. Instead, kata events are nominally all Level One events, except for the British Kata Championships which is Level Three.

APPENDIX 5 - ADAPTIVE JUDO EVENTS

The primary aim of Adaptive Judo (AJ) competitions is to provide opportunity for all judoka with impairments (intellectual, mental, physical, developmental and sensory impairments) to compete in a meaningful and safe environment. They are not elite events, but in some cases they will be designated as point scoring events for the purpose of promotion.

Athletes with a visual and/ or hearing impairment are eligible to enter both AJ and mainstream events. Within the AJ, they are assessed on their judo ability and will be grouped accordingly. Visual and/ or hearing impaired athletes must be informed of the changes in judo rules and operate under AJ rules unless specific visually impaired categories can be created.

Choosing a Venue

A venue should have good disabled facilities to accommodate wheelchair dependant judoka and family members, along with additional space to minimise enclosed, overpowering atmospheres. Preferred day to host is Saturday, allowing for families and judoka to reestablish regular routines. Additional consideration is for sensory judoka where (a) options for dimming lighting or non-LED venues are avoided, (b) small venues where sounds amplify due to the construction of the venue.

Choosing a Date

Choosing the right date is imperative to ensure a meaningful competition can be provided for all who attend. Many AJ competitions are held on anniversary dates to enable families to plan accordingly. Adaptive Working Group will be able to support and advise.

1. Referees

The list of proposed Referees for an AJ event must be submitted to the NRC secretary for agreement at least four months in advance of the event. The NRC will either validate or advise on the necessary changes. The tournament organiser remains responsible for calling all referees which will generally, but not in all cases be 4 referees per mat plus a Referee in Charge.

2. Tournament Director

The Tournament Director (TD) should have previous experience in the organisation and pooling of the athletes. Any TD wishing to host a AJ event would be welcomed to observe and assist at AJ events under the guidance of the experienced AJ TD. Consultation with the judoka's coach/ parent/ carer is crucial to ensure the well-being of the judoka is paramount.

3. Technical Officials

No special training is required for Table Officials. Additional information is displayed on the competition sheets, which may need to be relayed to the referees on the competition mat. For example newaza only judoka/ visual and/ or hearing impaired, allowing for adjustments to be made prior to individual contests.

4. Medical

It is the same as mainstream provision. Where the judoka is upset/injured, coaches may be welcomed onto the mat in the first instance to stabilise their athlete prior to medical intervention.

Sensory Judoka

Ear defenders and eye protection may be worn around the event. Soft ear plugs can be advised prior and after the event to continue competing. Low judo ability level judoka may be permitted to wear their equipment, and or ask the venue to reduce lighting and audience to reduce noise. All can be managed with consultation.

APPENDIX 5 - ADAPTIVE JUDO EVENTS

Equipment

Electronic scoreboards should be used where possible as this helps with the referees 15 second rule, where it is used. LED advertising and scoring boards must be turned off when judoka with light sensory impairments are competing.

If these are not available then the usual clocks and scoreboards can be used. In addition to an audible signal, a beanbag should be supplied for player level 3, 4 & 5 events and used to indicate the end of contest. The beanbag is given to the winner to return to the table staff. Pool sheets are the same as for mainstream judo with the additional information:

- Starting position – tachi waza / ne waza
- Judo level – 1-5.
- Additional pertinent information.

Information to be sent to participants

The following information should be sent out with the tournament information:

- Release Form (Athlete) (See Below)

All competitors (or parents or legal guardians) must complete these forms, disclosing their condition and agreeing to their participation. Competitors with Down's Syndrome must also provide a letter from their GP or Doctor confirming that they are able to participate in competition.

Medical information is requested to ensure the well being of the athlete is paramount. Some medical information may have an impact on their judo ability groups created during the event. All information is kept with the TD until after the event and then destroyed to comply with GDPR guidelines.

Contest Times

This is at the discretion of the TD and will be dependant on the number of entries and possible combinations. The main options used are:

Contest times for all juniors (under 12 years)	2 minutes
Contest times for juniors 12 – 16 years	2 or 3 minutes
Contest times for seniors	3 minutes

Medals

Where possible all judoka should receive a medal (gold, silver, bronze, bronze and runners up bronze, bronze, bronze...). In championship competitions, gold, silver, bronze, bronze only will be awarded for L1/ L2 as per mainstream events.

Divisioning

Divisioning is the placement of players of equivalent ability and weight into groups of 3, 4 or 5. Where the pools have an imbalance of ability, the referee may stop the contest and seek consultation from the TD and coaches to move into another group of equal ability. The priority will always be the safety and enjoyment of the players.

APPENDIX 5 - ADAPTIVE JUDO EVENTS

Adaptive Judo (AJ) players are categorised in the following internationally recognised levels:

Level 1 (Most Able Player)

A judoka who can train and compete with mainstream players on club level. Has a good understanding of the meaning and goal of the competition. Capable of taking part in mainstream national and international competitions.

Level 2 (More Able Player)

A judoka who can train and take part in light competition (RANDORI) with mainstream players. Understands the meaning and goal of the competition. Capable of taking part in mainstream local competitions and tournaments.

Level 3 (Medium Player)

A judoka who can take part in training with mainstream players but only competes in adaptive competitions with athletes of the same level. Understands most of the rules, meaning and goal of the competition.

Level 4 (Medium/ Less Able Player)

An athlete who is only capable of taking part in special training and competitions. This athlete needs guiding during the competition but understands most of the rules and goal of a competition.

Level 5 (Less Able Player)

An athlete who is only capable of taking part in special training and competitions with specialist care. This judoka needs a lot of guidance during the competition.

The competition might need to be adjusted to the competitors. Due to safety considerations this judoka may be restricted to compete only on the ground (ne-waza).

To give the players the best event that is possible, levels may be combined in the following way:

- Level 1 players may compete against level 2 players,
- Level 2 players may compete against level 1 players and level 3 players,
- Level 3 players may compete against level 2 players and level 4 players,
- Level 4 players may compete against level 3 players and level 5 players,
- Level 5 players may compete against level 4 players

Weight Categories

It is recommended that AJ players follow the weight categories that are used in mainstream competition. Where numbers do not allow for these weights to be used, the guidance is the same as for mainstream events (see safeguarding section): try to ensure no more than a 10% difference in weight and no more than a 3 year age gap, and consult coaches before merging weight and age groups.

APPENDIX 5 - ADAPTIVE JUDO EVENTS

MEDICAL RELEASE FORM

TOURNAMENT DATE:	
VENUE:	
COUNTRY	
ATHLETE'S FULL NAME:	
CONTACT PERSON IN CASE OF EMERGENCY:	
PHONE NUMBER:	

HEALTH INFORMATION

Down's Syndrome	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes, x-ray done for check of ATLANTO-AXIAL instability?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Result:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Bleeding problem	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Diabetes	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Fainting Spells	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Heart Problems	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Kidney Problem	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Vision Problem	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Hearing Problem	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Learning Problem	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Allergies	Yes <input type="checkbox"/>	No <input type="checkbox"/>

MEDICATION:	
COMMENTS:	

APPENDIX 5 - ADAPTIVE JUDO EVENTS

MEDICAL RELEASE FORM

I CERTIFY THAT THERE IS NO MEDICAL REASON TO PRECLUDE THE ATHLETE'S PARTICIPATION IN JUDO FOR THE FORTHCOMING TOURNAMENT.

N.B: If an athlete is an adult and legally responsible for him / herself, he / she can sign this form.

I agree to the above conditions for participation in this event.

Signature of athlete if over 16 years:	
Date:	

PARENT / GUARDIAN'S NAME:	
ADDRESS:	
TEL:	

PARENT / GUARDIAN'S SIGNATURE:	
DATE:	

RETURN THE COMPLETED FORM BY:	
TO:	

I am the above mentioned athlete's parent / guardian and I hereby confirm that he / she has my authorisation to participate in the British Judo Association Tournament held on:	
---	--

I further confirm and warrant that to the best of my knowledge and belief that the athlete is able to participate in the Judo Tournament.

In permitting the athlete in participating, I am specifically granting my permission to the British Judo Association, to use the athlete's likeness, name, voice and words in television, radio, film, newspaper, magazines and other media and in any form for the purpose of advertising of communicating the purposes and activities of the BJA and / or for applying for funds to support these purposes.

If a medical emergency should arise during the athlete's participation in this tournament, at a time when I am not personally present so as to be consulted regarding the athlete's care, I hereby authorise the BJA on my behalf, to take whatever measures are necessary to ensure that the athlete is provided with any emergency medical treatment, including hospitalisation, which the BJA deems advisable in order to protect the athlete's health and well-being.

I, the undersigned, am parent / guardian of the above-specified athlete and I hereby give my permission for

--

APPENDIX 6 - GUIDE TO TRANSFERRING FROM POOLS TO KNOCKOUT

For consistency, the BJA use the same numbers on all knockout sheets as the IJF. However, this causes a slight issue with progression from first round pools to second round knockout.

If there are an odd number of pools the old BJA method can still be used.

Assign numbers to the qualifying players as follows:

Winner of pool 1 – 1

Winner of pool 2 – 2

And so on. Then go back up the pools, numbering the runners-up in that order. For example, if there are 5 pools:

Pool	Winner	Runner Up
1	1	10
2	2	9
3	3	8
4	4	7
5	5	6

However, if there are an even number of pools, this will put the runners-up and winners of each pool on the same side, therefore enter the runners-up as normal and then swap them with the adjacent pool (i.e. swap over pools 1 and 2, swap over pools 3 and 4, etc.)

So, for example with 6 pools:

Pool	Winner	Runner Up
1	1	11 (instead of 12)
2	2	12 (instead of 11)
3	3	9 etc
4	4	10
5	5	7
6	6	8

APPENDIX 7 - GUIDE TO TRANSFERRING FROM POOLS TO POOLS

W – Winner from pool in previous round; R – Runner-up from pool in previous round

12 Pools → 8 Pools → 4 Pools → 2 Pools → 1 Pool (36 – 47 Competitors)

Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Pool 6	Pool 7	Pool 8
W1 R10 R7	W2 R9 R8	W3 R12 R5	W4 R11 R6	W5 W12 R3	W6 W11 R4	W7 W10 R1	W8 W9 R2

OR

9 Pools → 6 Pools → 4 Pools → 2 Pools → 1 Pool (33 – 35 Competitors)

Pool 1	Pool 2	Pool 3	Pool 4	Pool 5	Pool 6
W1 R8 R5	W2 R7 R6	W3 R9 R4	W4 W9 R3	W5 W8 R1	W6 W7 R2



8 Pools → 4 Pools → 2 Pools → 1 Pool (24 – 32 Competitors)

Pool 1	Pool 2	Pool 3	Pool 4
W1 W8 R6 R3	W2 W7 R5 R4	W3 W6 R8 R1	W4 W5 R7 R2

OR

6 Pools → 4 Pools → 2 Pools → 1 Pool (18 – 23 Competitors)

Pool 1	Pool 2	Pool 3	Pool 4
W1 R6 R3	W2 R5 R4	W3 W6 R1	W4 W5 R2

OR

4 Pools → 2 Pools → 1 Pool (12 – 17 Competitors)

Pool 1	Pool 2
W1 W4 R3 R2	W2 W3 R4 R1

OR

3 Pools → 2 Pools → 1 Pool (9 – 11 Competitors)

Pool 1	Pool 2
W1 R3 R2	W2 W3 R1



2 Pools → 1 Pool (6/7 – 8 Competitors)

W1	R1	W2	R2	
Win	Loss	Win	Loss	C.F

APPENDIX 8 - NOTES FOR TECHNICAL OFFICIALS

1 - Referees Calls:

REFEREES CALL	TIMEKEEPERS ACTION	
	Contest Time Clock	Hold-down Clock
Hajime	Start	-
Mate	Stop	-
Osaekomi	-	Start
Toketa	-	Stop
Sono-mama	Pause	Pause*
Yoshi	Continue	Continue*

* These actions only apply if Osaekomi has already been called.

2 - Osaekomi - Holds:

The Timekeeper should notify the Referee of the duration of the Hold (in Seconds). Only after the Referee has called the score, should the scoreboard be altered.

Time	Score
0-less than 10 Seconds	No Score
10-less than 20 Seconds	Waza-ari
20 Seconds	Ippon

NOTE: If a competitor has already scored a Waza-ari, then he / she only needs to hold for 10 seconds for Ippon. In this case, when the 10 seconds expires, the Time Signal should be sounded.

3 - Scores:

Scores	Points Value
Ippon	10 (Ten)
Waza-Ari	5 (Five)

Useful Hints for Timekeepers and Scorers

- Make sure that you understand how your equipment works before the beginning of the event.
- Make sure that you know the contest duration for each category before the first contest starts. Check the duration when you change a category.
- Do not clear the clock of hold-down times before the Referee has made a note of them and awarded any relevant scores. At the same time, should the nature of the contest rapidly change and you need to clear the clock to record a new hold-down, you must note the previous hold-down time. This is where having a pen and paper on the table helps.

APPENDIX 8 - NOTES FOR TECHNICAL OFFICIALS

- At the end of a contest or when ippon has been given, DO NOT clear the scoreboard and / or the clocks too quickly in case the ippon is over-ruled and you have no record of the contest time.
- Make sure all scores and penalties are cleared, after the referee has given the decision and the players are leaving the mat but before the next contest starts.
- When a Referee gives a score and the Judges signal a different score, the scorer must record the score as indicated by the Referee and not alter it until the Referee indicates the change.
- In the event of a competitor failing to appear when his / her contest is due to begin, the Timekeeper should start the clock. The Recorder shall give 3 calls at intervals of 1 minute.
- If the competitor has not appeared after the 3 minutes, the Recorder will inform the Tournament Director who will consider any extenuating circumstances or factors that the Recorder may not be aware of. If there are not such circumstances, the Tournament Director will (usually via the Recorder) ask the referee on the mat to give a decision of Fusen-Gachi in favour of the competitor on the mat. The defaulting competitor will NOT then be allowed to continue in this category.

Useful Hints for Recorders

- You should check, before the contest begins, that you have the correct fighters on the mat. Do not call two competitors for a contest and the next two to follow, before the first contest has started, in case they interchange. Call the players for the next contest only when the ones for the current contest are both walking out onto the mat.
- Check that the time of the contest on the pools or knockout sheet is correct for that particular category.
- If the pool sheet is one for a varied number of players, it is a useful idea to mark the order of contests down the side of the sheet, in order to avoid getting them in the wrong order or filling in results in the wrong places. This can happen when you are running pools of 3 or 4 competitors.
- It is important to note that ALL contests requiring the judges decision (Technical Restrictions or older masters) are recorded as 1 (one) point superiority.
- Occasionally you may have different categories on your mat which have different rules (eg some with strangles and armlocks and some not, or some with Technical Restrictions and some not. In such cases, make sure the Referees are made aware of this fact before the category begins. Tournament Directors try to avoid having contests with different rules on the mat at the same time, but there are often changeovers between one category and the next. Remember also that the contest time may change.
- When entering the final places at the end of the Pool, WRITE THE POSITION IN LETTERS rather than in numerals.

APPENDIX 9 - EVENT CHECKLIST

Tournament organisers should delete items which they do not feel are applicable to their event. However some items on this checklist may provide inspiration and ideas for tournament organisers to use to steadily improve and / or develop their events.

1. Officials and early pre-event work	16 weeks	4 weeks	Complete?	Comments
Invite & confirm officials				
Invite & confirm referees				
Invite & confirm medical staff				
Invite & confirm stewards				
Confirm weigh-in officials				
Apply for Tournament Licence				
Prepare competitor information for Tournament Director				
Organise mats and transport of mats				
Details about venue & time of referees meeting				
Info to BJA clubs & members				
Information on BJA website				
2. Venue	16 weeks	4 weeks	Complete?	Comments
Book venue*				
Agreement of lay-out (mats, barriers etc)				
Designate a weigh-in area				
Designate a warm-up area				
Organise lay down of mats				
Mat side medical area				
Tournament control area				
Arrange seating - lay-out, numbers etc				
Confirm arrangements for car parking				
Car park attendants(if needed)				
Refreshments (spectators, VIPs, officials)				
Organise stewards / security for event				
Briefing for stewards / security				
Signage & mat numbering in venue				
Arrange location of stalls				
Send booking forms to stall holders approx 12 weeks prior event				
Provision of tables for stalls				
3. Event information	16 weeks	4 weeks	Complete?	Comments
Design & distribution of entry forms				

APPENDIX 9 - EVENT CHECKLIST

Check entry list for anybody who has no opponents and contact them				
Publish timetable and possibly entry list on the BJA website				
4. Equipment	16 weeks	4 weeks	Complete?	Comments
Weigh-in cards				
Weigh-in equipment - scales				
Audible signals – different for each mat				
Microphones & PA system				
Electronic scoreboards or monitors / TV screens (if possible)				
Manual clocks				
Extension power cables (if needed)				
Pens and Paper				
Printer (if using computer system) and printer paper				
Tables & chairs for control area				
Tables & chairs for each mat area				
Pool Sheets (unless using computer system)				
Incident Report Forms				
Point Scoring Cards (if point scoring event)				
5. Promotion / Sponsorship	16 weeks	4 weeks	Complete?	Comments
Articles in local press & radio				
Post event info to local press reporters and BJA				
Arrangement of a photographer				
6. Medals	16 weeks	4 weeks	Complete?	Comments
Medal rostrum				
Order medals / trophies				
Medal cushions				
Establish medal presentation process				
Confirm medal presenters				
7. Taking care of officials	8 weeks	4 weeks	Complete?	Comments
Officials meals				
Refreshments for officials (including a designated person to do this)				
Expense forms				
8. Accreditation and tickets	4 weeks	Last week	Complete?	Comments
Competitors				
Coaches				

APPENDIX 9 - EVENT CHECKLIST

Officials				
9. Finance	2 weeks	On the day	Complete?	Comments
Cash floats for spectators fees and any refreshment stall				
Arrange for collection by event treasurer				
Pay expenses to officials				
10. Post event work	On the day	1 Week after	Complete?	Comments
Thank officials on the day & follow up by email				
Pay for venue				
Return tournament licence, officials logs and results sheets to BJA head office				
Send press releases to BJA head office and local newspapers and BJA				
Review event				
11. Other things to do (make your own list!)				

*Note: be aware that many venues will need to be booked far more than 16 weeks in advance because of demand.

APPENDIX 10 - TIME CALCULATIONS FOR COMPOUND KNOCKOUT + REPECHAGE

Number of Competitors	F= Finals		Time in this Round for fights of	
	No. of Fights in Knockout	No. of Fights in Repechage	3 Min	4 Min
1	No Contest	No Contest	-	-
2	Best of Three	NIL	9	12
3	1 Pool of 3 = 3 Fights	NIL	9	12
4	1 Pool of 4 = 6 Fights	NIL	18	24
5	1 Pool of 5 = 10 Fights	NIL	30	40
6	1 Pool of 6 = 15 Fights	NIL	45	60
7	2 Pools 1x4+1x3 = 9 Fights	Semi-Final + Final = 3	36	48
8	6 + F	4	33	44
9	7 + F	5	39	52
10	8 + F	6	45	60
11	9 + F	7	51	68
12	10 + F	8	57	76
13	11 + F	9	63	84
14	12 + F	10	69	92
15	13 + F	11	75	100
16	14 + F	12	81	108
17	15 + F	13	87	116
18	16 + F	14	93	124
19	17 + F	15	99	132
20	18 + F	16	105	140
21	19 + F	17	111	148
22	20 + F	18	117	156
23	21 + F	19	123	164
24	22 + F	20	129	172
25	23 + F	21	135	180
26	24 + F	22	141	188
27	25 + F	23	147	196
28	26 + F	24	153	204
29	27 + F	25	159	212
30	28 + F	26	165	220

If there are more than 16 players in a category, the category is split into two sheets which are then combined into a crossover sheet. Once you get above around 20 players, depending on circumstances at the event, it may be advisable to run the sheets over two mats, although care must be taken to timetable it so that the crossover section does not start until both sheets have been completed. When you have over 32 players, there are then four sheets, followed again by a crossover. The total number of contests is the same as above, but the split is shown on the table on the next page.

APPENDIX 10 - COMPOUND KNOCKOUT PLUS REPECHAGE (FOR 17+ ATHLETES)

	Players Per Sheet				Number of Contests per Sheet								Total Contests					Pool Times									
	A	B	C	D	A		B		C		D							3 Min Contest				4 Min Contest					
					KO	Rep	KO	Rep	KO	Rep	KO	Rep	A	B	C	D	Xover	A	B	C	D	Xover					
17	9	8			8	3	7	2					11	9			9	33	27			27	44	36			36
18	9	9			8	3	8	3					11	11			9	33	33			27	44	44			36
19	9	10			8	3	9	4					11	13			9	33	39			27	44	52			36
20	10	10			9	4	9	4					13	13			9	39	39			27	52	52			36
21	11	10			10	5	9	4					15	13			9	45	39			27	60	52			36
22	11	11			10	5	10	5					15	15			9	45	45			27	60	60			36
23	11	12			10	5	11	6					15	17			9	45	51			27	60	68			36
24	12	12			11	6	11	6					17	17			9	51	51			27	68	68			36
25	13	12			12	7	11	6					19	17			9	57	51			27	76	68			36
26	13	13			12	7	12	7					19	19			9	57	57			27	76	76			36
27	13	14			12	7	13	8					19	21			9	57	63			27	76	84			36
28	14	14			13	8	13	8					21	21			9	63	63			27	84	84			36
29	15	14			14	9	13	8					23	21			9	69	63			27	92	84			36
30	15	15			14	9	14	9					23	23			9	69	69			27	92	92			36
31	15	16			14	9	15	10					23	25			9	69	75			27	92	100			36
32	16	16			15	10	15	10					25	25			9	75	75			27	100	100			36
33	9	8	8	8	8	3	7	2	7	2	7	2	11	9	9	9	23	33	27	27	27	69	44	36	36	36	92
34	9	8	9	8	8	3	7	2	8	3	7	2	11	9	11	9	23	33	27	33	27	69	44	36	44	36	92
35	9	8	9	9	8	3	7	2	8	3	8	3	11	9	11	11	23	33	27	33	33	69	44	36	44	44	92
36	9	9	9	9	8	3	8	3	8	3	8	3	11	11	11	11	23	33	33	33	33	69	44	44	44	44	92
37	9	10	9	9	8	3	9	4	8	3	8	3	11	13	11	11	23	33	39	33	33	69	44	52	44	44	92
38	9	10	9	10	8	3	9	4	8	3	9	4	11	13	11	13	23	33	39	33	39	69	44	52	44	52	92
39	9	10	10	10	8	3	9	4	9	4	9	4	11	13	13	13	23	33	39	39	39	69	44	52	52	52	92
40	10	10	10	10	9	4	9	4	9	4	9	4	13	13	13	13	23	39	39	39	39	69	52	52	52	52	92
41	11	10	10	10	10	5	9	4	9	4	9	4	15	13	13	13	23	45	39	39	39	69	60	52	52	52	92
42	11	10	11	10	10	5	9	4	10	5	9	4	15	13	15	13	23	45	39	45	39	69	60	52	60	52	92
43	11	10	11	11	10	5	9	4	10	5	10	5	15	13	15	15	23	45	39	45	45	69	60	52	60	60	92
44	11	11	11	11	10	5	10	5	10	5	10	5	15	15	15	15	23	45	45	45	45	69	60	60	60	60	92
45	11	12	11	11	10	5	11	6	10	5	10	5	15	17	15	15	23	45	51	45	45	69	60	68	60	60	92
46	11	12	11	12	10	5	11	6	10	5	11	6	15	17	15	17	23	45	51	45	51	69	60	68	60	68	92
47	11	12	12	12	10	5	11	6	11	6	11	6	15	17	17	17	23	45	51	51	51	69	60	68	68	68	92
48	12	12	12	12	11	6	11	6	11	6	11	6	17	17	17	17	23	51	51	51	51	69	68	68	68	68	92
49	13	12	12	12	12	7	11	6	11	6	11	6	19	17	17	17	23	57	51	51	51	69	76	68	68	68	92
50	13	12	13	12	12	7	11	6	12	7	11	6	19	17	19	17	23	57	51	57	51	69	76	68	76	68	92
51	13	12	13	13	12	7	11	6	12	7	12	7	19	17	19	19	23	57	51	57	57	69	76	68	76	76	92
52	13	13	13	13	12	7	12	7	12	7	12	7	19	19	19	19	23	57	57	57	57	69	76	76	76	76	92
53	13	14	13	13	12	7	13	8	12	7	12	7	19	21	19	19	23	57	63	57	57	69	76	84	76	76	92
54	13	14	13	14	12	7	13	8	12	7	13	8	19	21	19	21	23	57	63	57	63	69	76	84	76	84	92
55	13	14	14	14	12	7	13	8	13	8	13	8	19	21	21	21	23	57	63	63	63	69	76	84	84	84	92
56	14	14	14	14	13	8	13	8	13	8	13	8	21	21	21	21	23	63	63	63	63	69	84	84	84	84	92
57	15	14	14	14	14	9	13	8	13	8	13	8	23	21	21	21	23	69	63	63	63	69	92	84	84	84	92
58	15	14	15	14	14	9	13	8	14	9	13	8	23	21	23	21	23	69	63	69	63	69	92	84	92	84	92
59	15	14	15	15	14	9	13	8	14	9	14	9	23	21	23	23	23	69	63	69	69	69	92	84	92	92	92
60	15	15	15	15	14	9	14	9	14	9	14	9	23	23	23	23	23	69	69	69	69	69	92	92	92	92	92

No time percentage added. Xover = crossover sheet. Finals included in crossover sheet.

APPENDICES

APPENDIX 11 - TIME CALCULATIONS FOR POOLS, KNOCKOUT AND REPECHAGE

Remember ALWAYS promote 2 players from each Pool through to the Knockout system.

It will be necessary to add a minimum of 10% to the times allocated for the system (These calculations are accurate to 1 contest).

	First Round				Competitors Through to Knockout and Repechage	Second Round (Excluding Finals)				
	Method of competition	Fights this round	Time in this Round for fights of			Fights in K.O and Rep.	Time in this Round for fights of		Total Times for both Rounds	
			3 Min	4 Min			3 Min	4 Min	3 Min	4 Min
1	No Contest									
2	Best of Three									
3	Pool of 3	3	9	12	None					
4	Pool of 4	6	18	24	None				18	24
5	Pool of 5	10	30	40	None				30	40
6	Pool of 6	15	45	60	None				45	60
7	1 Pool of 4 + 1 Pool of 3	9	27	36	4	2	6	8	33	44
8	2 Pools of 4	12	36	48	4	2	6	8	42	56
9	1 Pool of 4 + 1 Pool of 5	16	48	64	4	2	6	8	54	72
10	2 Pools of 5	20	60	80	4	2	6	8	63	88
11	1 Pool of 5 + 1 Pool of 6	25	78	100	4	2	6	8	81	108
12	4 Pools of 3	12	36	48	8	8	24	32	60	80
13	1 Pool of 4 + 3 Pools of 3	15	45	60	8	8	24	32	69	92
14	2 Pools of 4 + 1 Pools of 3	18	54	72	8	8	24	32	78	104
15	3 Pools of 4 + 1 Pool of 3	21	63	84	8	8	24	32	87	116
16	4 Pools of 4	24	72	96	8	8	24	32	96	128
17	2 Pools of 4 + 3 Pools of 3	21	63	84	10	12	36	48	99	132
18	3 Pools of 4 + 2 Pools of 3	24	72	96	10	12	36	48	108	144
19	4 Pools of 4 + 1 Pools of 3	27	81	108	10	12	36	48	117	156
20	5 Pools of 4	30	90	120	10	12	36	48	126	168
21	3 Pools of 4 + 3 Pools of 3	27	81	108	12	14	42	56	123	164
22	4 Pools of 4 + 2 Pools of 3	30	90	120	12	14	42	56	132	176
23	5 Pools of 4 + 1 Pool of 3	33	99	132	12	14	42	56	141	188
24	6 Pools of 4	36	108	144	12	14	42	56	150	200
25	4 Pools of 4 + 3 Pools of 3	33	99	132	14	16	48	64	147	196
26	5 Pools of 4 + 2 Pools of 3	36	108	144	14	16	48	64	156	210
27	6 Pools of 4 + 1 Pool of 3	39	117	156	14	16	48	64	165	220
28	7 Pools of 4	42	126	168	14	16	48	64	174	232
29	5 Pools of 4 + 3 Pools of 3	39	117	156	16	18	54	72	171	228
30	6 Pools of 4 + 2 Pools of 3	42	126	168	16	18	54	72	180	240
31	7 Pools of 4 + 1 Pool of 3	45	135	180	16	18	54	72	189	252
32	8 Pools of 4	48	144	192	16	18	54	72	198	264

APPENDIX 12 - SPECTATOR PLAYER RATIOS

It is very important that spectators and players have enough parking and seating. Spending a frustrating amount of time trying to park only to then find that there is nowhere to sit is not a good start to the day.

The following charts are guides for seating and parking allowances:

Competitor: Seating Ratio (Senior Events) 3:4					
Competitors	100	150	200	250	300
Spectators	33	50	66	83	100
Total Seating	133	200	266	333	400

Competitor: Seating Ratio (Junior Events) 2:3						
Competitors	150	200	250	300	350	400
Spectators	75	100	125	150	175	200
Total Seating	225	300	375	450	525	600

Competitor: Parking Ratio (Senior Events) 3:4					
Competitors	100	150	200	250	300
Spectators	33	50	66	83	100
Total Spaces	33	50	66	83	100

Competitor: Parking Ratio (Junior Events) 2:3						
Competitors	150	200	250	300	350	400
Spectators	75	100	125	150	175	200
Total Spaces	56	75	94	112	131	150

APPENDIX 13 - MAT CALCULATIONS

The most common multi-mat configurations are square, in a line, L shape and T shape. A square (obviously only applicable for 4 mat areas) is slightly more economic for quantity of mats needed but is sometimes not so good for spectators and depends on the size of the hall.

Mat areas should have 3 metres safety area around and 4 metres adjoining, unless you have agreed a concession. The contest area colour needs to be different from the safety area colour, although the contest areas do not need to all be the same colour (for example, you could have one red and one yellow contest area with blue safety area surrounding both). However, any single contest area should all be of uniform colour.

For **one** mat area, the mats needed (assuming they are 1x1m mats) and total area needed is as follows:

5x5m: contest area colour 25, Safety area colour 96. Total 121 mats, floor space 11x11 m
 6x6m: contest area colour 36, Safety area colour 108. Total 144 mats, floor space 12x12 m
 7x7m: contest area colour 49, Safety area colour 120. Total 169 mats, floor space 13x13 m
 8x8m: contest area colour 64, Safety area colour 132. Total 196 mats, floor space 14x14 m

For **two** mat areas, the mats needed (same assumption) and total area needed is as follows:

5x5m: contest area colour 50, Safety area colour 170. Total 220 mats, floor space 20x11 m
 6x6m: contest area colour 72, Safety area colour 192. Total 264 mats, floor space 22x12 m
 7x7m: contest area colour 98, Safety area colour 214. Total 312 mats, floor space 24x13 m
 8x8m: contest area colour 128, Safety area colour 236. Total 364 mats, floor space 26x14 m

For **three** mat areas, the mats needed (same assumption) and total area needed is as follows:

5x5m: contest area colour 75, Safety area colour 244. Total 319 mats, floor space 29x11 m
 6x6m: contest area colour 108, Safety area colour 276. Total 384 mats, floor space 32x12 m
 7x7m: contest area colour 147, Safety area colour 308. Total 455 mats, floor space 35x13 m
 8x8m: contest area colour 192, Safety area colour 338. Total 530 mats, floor space 38x14 m

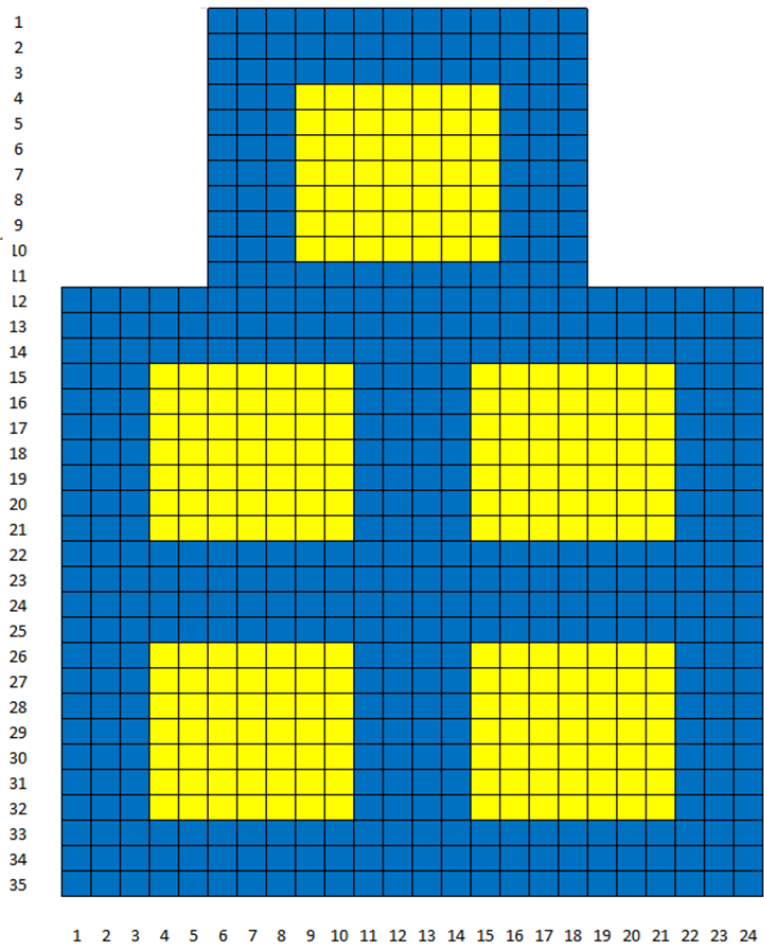
For **four** mat areas, it will depend on the shape of your area. For example, assuming 7x7 contest areas:

Square: contest area colour 196, Safety area colour 380. Total 576 mats (floor space 24x24 m)
 In a line, L or T: contest area colour 196, Safety area colour 402. Total 598 mats (floor space varies)

APPENDIX 13 - MAT CALCULATIONS

Below is a diagram showing a layout for 5 mat areas, all 7x7m. It is available to download by [clicking here](#).

After downloading it, you can edit it to the number of mat areas, size of mat areas and layout shape you want and then produce copies for those laying the mats.



Laying mats is hard work! If the mats are not at the venue, you will need to hire a van to transport them there (if several mats, you may need more than one van or may need a large one which can cope with the weight) and return them after the event. Be warned that transporting, laying and lifting mats is hard work and you will need plenty of volunteers. If arranging a van to transport mats, make sure it can take the weight. A single 1x1 m mat usually weighs around 9kg, so 130 mats is about 1.2 tonnes, which is the maximum load for a Luton van.

Organisers should ensure that mat movers are fit for purpose as this is a strenuous job.

APPENDIX 14 - DAN GRADE PROMOTION POINTS

The requirements for a Point Scoring event are listed earlier in this document.

Checking Licences at Registration

It is very important at point scoring events that players' grades are checked at registration.

If the player holds an AJA, BJC or overseas 1st Kyu or Dan grade then they cannot score points or have points scored against them and should be noted as not holding a BJA grade.

If the player holds a BJA Technical Dan Grade, then their recorded grade for the competition should be 1st Kyu or their highest competitive Dan grade. For example, a player with a competitive 2nd Dan but technical 3rd Dan should be recorded as 2nd Dan.

If a player holds 6th Dan or above, this can be recorded as 6th Dan or above provided their 5th Dan is competitive.

When checking a licence, look at the stamp in the licence.

- NGR means a competitive grade
- TECH means a technical grade
- NCP means a non-competitive promotion (this system ceased around 2004 so there will be very few of these around any longer).

A player who has completed their points (or defeated the line-up at a grading) but not yet completed their technical skills assessment has not yet achieved the grade and must be entered as their previous grade.

A player who has completed all requirements and sent their licence to Head Office for ratification of grade but has not yet received it back must compete at their old grade. However, if their new grade is recorded on the BJA database, they can be entered as their new grade.

Note: if the player's licence is at Head Office for ratification, they may produce evidence of membership from the Senior Examiner who graded them. This is acceptable. If they cannot produce this or a photocopy of their BJA membership card, their membership must be checked using the BJA database.

Point Scoring

Only a win by ippon (including waza-ari awasete ippon) is valid for gaining points for promotion purposes. Wins by waza-ari, penalties, hantei (in senior masters), kiken-gachi or fusen-gachi are NOT valid for points for promotion purposes.

Players may only gain promotion points from other players of equivalent or higher competition grade:

- 1st Kyu may only gain points from a player graded 1st Kyu or higher etc,
- 1st Dan may only gain points from a player graded 1st Dan or higher etc,
- 2nd Dan may only gain points from a player graded 2nd Dan or higher etc.

Players may only gain points from other players if holding a current BJA, NIJF, SJF or WJA licence. A player cannot collect points if competing on an AJA or BJC licence. (There is an exception here for masters competing at international masters events.)

If a player withdraws injured during a competition or fails to appear for a contest, or is disqualified against the spirit of judo, all promotion points scored by them or against them up to that point still count. (In extreme cases against spirit of judo, the Tournament Director could withhold points scored by the player, pending investigation and decision by Complaints and Conduct and Promotions Commissions.)

APPENDIX 14 - DAN GRADE PROMOTION POINTS

There are two rules on Point Scoring which some people are not aware of, as follows:

1. A player can only score a MAXIMUM of 20 points on one day against the same opponent. This includes cases where they meet the same player in several categories, eg their own weight category and an open category.
2. Only categories where full contest rules are in use qualify for point scoring. The one case where this might not happen is if two players holding 1st Kyu (or possibly 1st Dan) meet in the under 16 section of a point scoring event. As strangles and armlocks are not in use in such categories, points cannot be scored. NOTE: this does not apply to restricted rules used in Adaptive Judo events.

Recording Points

Points will be identified on the pool, knockout or other sheets when they are returned to control and entered onto a summary point scoring sheet which is returned to Head Office after the event. They will also be recorded on the player's points card, which the player will hand in during the competition and collect once it has been completed.

It is possible that the summary point scoring sheet may be filled in by a Senior Recorder (SR) under training. However, they must be checked by a Competition Controller (CC) or Provisional Competition Controller (PCC) authorised by the Tournament Director. Only a PCC or CC can sign a points card.

Any uncollected points cards left behind at the end of the day should be returned to Head Office along with the other post-event returns.

APPENDIX 15 - U8 FESTIVALS

Overview:

This document outlines guidelines for hosting fun events for judo players under 8 years of age. The BJA encourages a positive ethos, fostering social skills and meeting new people. The registration process ensures BJA insurance coverage and rule compliance, emphasising an active and skill-developing environment.

Registration:

Organisers must register these non-competitive festivals with the head office to prioritise safety and positive engagement. The registration form is available on the BJA website and should mention the event as a "Judo Festival" or "Fun Day" for players aged 5 to 7.

Event Format:

Events last around three to four hours, providing opportunities for various educational activities beyond contests. Coaches lead warm-ups, ukemi practice, light randori, and technical tuition suitable for young participants, promoting physical coordination and creativity. Engaging games and activities are encouraged.

Randori:

Randori may be held for players over six, fostering skill development and friendly interaction. Girls can compete against boys if suitable, promoting inclusivity. Informal refereeing with junior and unqualified referees, under supervision, ensures positive engagement. Coaching emphasises general judo improvement rather than competition, fostering a supportive environment.

Group Organisation:

Participants are grouped into small pools for randori, without an emphasis on winners. Each player receives a minimum of two-three match ups, prioritising fun and skill development. Grouping is done by age and weight.

Presentations:

Commemorative medals or awards may be presented to all players, promoting positivity. No differentiation is made between winners and losers, except for recognising outstanding performance or sporting attitude.

Aims of the Event:

The event aims to develop and educate participants and parents, encouraging social skills and an enjoyable experience. Participants leave happy, eager to engage in future events or suitable competitions, fostering a love for judo as they turn eight.

Medical Cover:

Safety is paramount, with medical cover provided by at least one first aider per mat area, equipped with a first aid kit. Serious injuries are reported as required.

Officials:

A qualified BJA Level Two Coach or Contest Recorder serves as the Festival Director, ensuring a fun and engaging event. An adult qualified referee or BJA Level Two Coach acts as the Referee in charge. Junior officials are encouraged under supervision to support their personal development.

Participants:

Children aged 5 to 7, with the assistance of older juniors under supervision, participate in these active and skill-building events. Randori can be recommended for players aged 6 or 7. All participants must hold current BJA or affiliate memberships to ensure safety and compliance.

APPENDIX 15 - U8 FESTIVALS

Additional Example Activities:

Below are some development activities suitable for under 8-year-olds in judo. These activities aim to promote basic physical proprioception, balance, coordination, mental challenges, and skill development:

- 1. Balance Beam Practice:** Set up a low balance beam using padded mats or a wooden beam close to the ground. Let the young judokas walk, hop, or jump along the beam, encouraging them to maintain their balance.
- 2. Obstacle Courses:** Create fun obstacle courses that involve jumping over hurdles, crawling under obstacles, and zigzagging between cones. This will challenge their coordination and motor skills.
- 3. Agility Ladder Drills:** Utilise an agility ladder to practice footwork patterns, such as high knees, lateral steps, and quick jumps. This will improve their foot coordination and agility.
- 4. Climbing Challenges:** Set up a climbing wall, monkey bars or use ropes to create climbing challenges. Climbing helps with proprioception and upper body strength.
- 5. Judo Balloon Dance:** Tie a balloon to each participant's ankle. The objective is to pop others' balloons while protecting their own. This game encourages movement, strategy, and body awareness.
- 6. Mirror Games:** Pair up participants and have them imitate each other's movements, like a mirror. This fosters coordination and awareness of body movements.
- 7. Shadow Judo:** Divide the group into pairs. One partner performs a series of simple judo movements, and the other partner tries to mimic the movements exactly. This helps with proprioception and skill development.
- 8. Memory Cards:** Create memory cards with pictures of different judo techniques. Lay them face down and have the children turn over two cards at a time to find matching pairs. This game enhances memory and cognitive skills.
- 9. Judo Storytelling:** Engage the participants in storytelling where they act out different judo techniques or movements as part of the story. This encourages creativity and reinforces technique learning.
- 10. Balloon Volleyball:** Set up a net using a rope or low barrier, and use a balloon as the ball for volleyball. This game improves hand-eye coordination and teamwork.
- 11. Animal Movement Mimicry:** Have the children imitate animal movements like crab walks, bear crawls, and frog jumps. This enhances their gross motor skills and introduces fun challenges.
- 12. Judo Tag:** Play a version of tag where participants can only tag others using specific judo techniques like light touches with their hands. This adds a mental aspect to the game, encouraging them to strategise and use their knowledge of techniques.

Remember to keep the activities age-appropriate, fun, and safe. Encourage participation and celebrate their efforts, as these activities are designed to help them develop their physical, mental, and judo skills in an enjoyable manner.

U8 Festival Licence Application:

A licence for an U8 Festival can be applied through our tournament licence application form. This can be found on our website, under organise a competition ([application form link](#)).

APPENDIX 16 - INDEX SYSTEM

The Index Method:

Every player is weighed, and each player's age, grade and weight are combined to form an index number. The players are listed in the order of their index number and then grouped together to form categories of usually four or five competitors. See the table below:

	Weight	Grade	Age	Index No	
Dylan	24	7	9	40	Group 1 (Run this group twice - see next page)
Peter	25	7	8	40	
Mohamed	26	6	9	41	
John	30	8	10	48	Group 2
Bill	32	7	9	48	
Andrew	33	6	10	49	
Prittेश	33	7	12	52	
Luke	42	4	9	55	Group 3
Sam	40	9	11	60	
Rhys	39	10	11	60	
Ben	45	7	10	62	
Robin	45	8	9	62	

All groups should be evaluated before starting, to make sure that they are fair and safe.

A key tool here is the sizes of the groups: for example, it would not have been wise in the example above to make Group 1 a group of four players, because of the gap in index between John and the others. However, where a group of three players is the only option because of weight, age or other considerations, the pool can be fought twice, with the medals awarded for the results of the first set of contests and the second set of contests being for extra experience. (It should be made clear to the players before the start that the first round is the one which counts for medals.) Where there are only two players in a category, a 'best of three' system should be used. This way, all players get at least three contests. However, in a best of three, if after the first two contests the score is 2-0, the players or coaches should be consulted as to whether they want to do the third contest. If they do, they should be allowed to, even if it does not affect the final result.