

BRITISH AIKIDO BOARD

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON SATURDAY 7 JANUARY 2012 AT THE HILTON NEWBURY NORTH HOTEL

PRESENT	V Sumpter	Chairman
	K Holland	Vice Chairman
	Mrs S Timms	Secretary
	P Cooke	Finance Officer
	T Bayliss	General Member/Membership & Club Mark Officer
	S Billett	General Member/Webmaster
	Mrs M Poole	General Member
	P Bengé	General Member
	G Cooke	Coaching Admin Officer
	L Cuthbert	Legal Officer
D Bath	Associations' Representative	
ATTENDING VIA SKYPE	Mrs S Ward	Lead CSO
	M Mercer	Media Officer
ATTENDING BY INVITE	D Christmas	Commercial Development Mgr, Endsleigh Insurance
	A Lyons	Commercial Executive, Endsleigh Insurance
APOLOGIES FOR ABSENCE	F Burlingham	Coaching Development Officer
	A Humphreys	Equity & Equality Officer
	M Sheridan	Associations' Representative

1. MINUTES OF EC MEETING HELD ON 10 SEP 2011 – MATTERS ARISING

Aikido Development Plan. The Vice-Chairman stated that in response to his request for all officers to review target dates within the ADP, he had updated the plan accordingly. The Plan would be submitted for consideration at the next meeting of the EC.

Membership Issues:

- **Probationary Period for New Applicants.** In respect of Takagashirakai, the Membership Officer confirmed that Associate Membership status had been given to this Association at the GM held on 5 Nov 2011.
- **Insurance for Probationary Members.** The Chairman confirmed that for “new” clubs/groups that joined an Association already in BAB membership, the instructors in the new clubs/group would be afforded the same 12-month probationary period to gain coaching qualifications, as applies to autonomous probationary groups joining the BAB.

There being no further matters arising, the Chairman was authorised to sign the Minutes as a true record of the meeting.

2. FINANCE

The Finance Officer advised that since the last EC meeting, he had contacted the NatWest Bank with a view to opening an account with them in order to obtain a better rate of interest on savings. This has now been done and he will be transferring a sum of money over and will monitor the situation and report back.

Year End Accounts. The Finance Officer to liaise with the Secretary in order to complete the year end accounts (31 Dec 11) and arrange with the BAB approved Accountants to conduct the year end examination.

Year (to-date) Collection of Insurance Premiums. The Finance Officer reported that the total collection of insurance premiums for the period Jan-Nov 2011 amounted to £47,697. This covers premiums due to Perkins Slade (Jan-Feb 2011) and Endsleigh (Insurance year: 1 Mar 2011 onwards).

3. WEBSITE

Before the start of the Meeting the webmaster had set up a *Skype* Link to the Media Officer and Lead Safeguarding Officer. Both link-ups were found to be successful and very useful. Such links will now be used at future EC meetings. There was, however, a need to improve on the “basic” set-up used; in this regard the Webmaster was authorised to purchase a ‘conference call’ speaker and microphone system for use in future meetings.

Action: Webmaster

The Webmaster reported that further general updates to the Website been completed and that a new e-mail system for contacting ‘registered’ members was in place. The first run of the new system had resulted in around 150 “bounced” e-mails. This showed the importance of Associations and members updating their e-mail addresses through the website. Subsequent runs of the system has shown significant improvement with e-mails addresses stored after the ‘bad’ addresses have been removed by the Webmaster and/or the CAO.

The new system will also now allow for interested members to subscribe to a Child Safeguarding e-mail list; this will be implemented with the next few weeks and will be similar to the one that has run very successfully for the Coaching team. The Lead CSO will be given training on the use of this as soon as it is available.

Action: Webmaster & Lead CSO

A method/procedure for the safe-keeping of ‘original’ BAB documents normally created in Microsoft Word format was proposed to the EC so we can be sure that all the BAB original/current documents are kept safe, with correct version numbers and regularly backed up. The EC agreed the proposal; the Webmaster will evaluate software to do this and provide a system to the Chairman for his approval.

Action: Webmaster (& Chairman)

(After Meeting note: two systems are now being evaluated by the Chairman)

The Webmaster also stated that he was liaising with 1) the CAO on the update of Coaching Forms and 2) the Membership Officer for on-line access to membership application forms. Additionally, the trial on-line ‘returns’ system for membership/insurance renewals is once again being progressed.

4. MEMBERSHIP & CLUBMARK

Membership.

The Membership Officer reported that he was receiving many enquiries from groups who patently did not meeting the minimum membership criteria for membership of the BAB. Additionally, when application paperwork was received, in many cases it was not fully filled in or basic errors were being made on the application forms. The Vice-Chairman suggested that a form should be created to enable the Membership Officer to easily check/tick-off the various information needed/required.

Action: Membership Sub-Committee

The Membership Officer advised that most of the enquiries came from clubs wishing to break-away from their parent Association for one reason or another. The Vice-Chairman pointed out that, prior to the governance audit, groups required 100 members to join the BAB and were given Associate status if numbers fell below that level (to a baseline of 50 members). The recommendation of the governance audit was that, to increase the overall membership of the

BAB a lower limit (agreed as 30) should be introduced for new members. Thus, whilst this initiative had encouraged a number of non-BAB organisations to apply for membership it has also resulted in a number of “breakaway” groups seeking to set up in their own right; this has resulted in a deal of additional and unnecessary work for Officers, especially the Membership Officer.

The EC agreed that the present requirement for a group to have 30 members to achieve Associate membership was adding to the fragmentation of Association membership; that is, whilst the Association list was growing, the base-line membership of the BAB was at best static. It was therefore suggested and agreed that the minimum number required for independent membership of the BAB should be increased to 50, which would accord with the former minimum level at which groups could be members of the BAB. The recommendation to increase the minimum criteria for membership from 30 to 50 to be proposed at AGM 2012. It was agreed that such a proposal, if passed, would not affect present Associations with between 30-49 members who would retain a reserved right to membership of the BAB.

Action: Vice-Chairman

Clubmark.

The Clubmark Officer advised that Clubmark applications had come to a stand still. Additionally, he reported that Charles Horton, a KKP consultant responsible for Clubmark will be undertaking interviews with key personnel from BAB clubs holding “Clubmark”; he will contact T. Bayliss to arrange such visits.

5. PUBLICITY/MEDIA

The Media Officer reported (via Skype) on the December 2011 issue of ‘Aikido Times’ and indicated that he was encouraged and delighted by the amount of articles submitted. This issue had been prepared for publication by Richard Watts (who has recently stepped down as Assistant Media Officer); it was not until after publication that the Media Officer became aware that Richard had a number of additional articles submitted by members which had not been included in the December issue. In this respect he assured those members that their articles would be published – in the next issue – and he apologised to those members whose articles had not been used on this occasion. Additionally, he reassured members that in future issues of the Aikido Times, where articles are held over the authors will be told beforehand. ALL articles are welcome and he hoped that members would continue to show the current level of enthusiasm for submitting articles. The next issue will be published in the Spring. 2000 copies of the December issue had been e-mailed out. The Media Officer then outlined his plans for this year and advised that he will be using Twitter as one of his means of communication.

The EC noted that the Media Officer was in the process of developing contacts with external Media organisations and, in this connection, it was agreed that it could be beneficial to let ‘Aikido Journal’ and other appropriate organisations have a regular copy of the Aikido Times.

Action: Media Officer

6. COACHING

Coach Tutors’ Meeting.

The CAO reported that the Coach Tutors’ meeting went very well and drew EC members’ attention to the comprehensive report on the day, which had been sent out the EC meeting agenda (*now attached as **Enclosure 1** to these minutes*). He then reported that Craig Hargreaves (KSK), who is a professional H&S Officer, had agreed to undertake up-dating the Risk Assessment procedures. It is anticipated that, in order to comply with “small print” beginning to appear in the policies of some Insurance Companies, Coaches may be required to carry out risk assessments on their Clubs every 12 months. When this becomes mandatory, Associations and their Instructors will be informed.

Information: Associations/Coaches

The need for refresher courses for Coach Level 1 was discussed and a trial will be undertaken with one or two Associations.

Action: CDO

BAB Coaching and Club Handbook.

The CAO reported that the new BAB Coaching & Club Handbook has been published and preliminary copies were handed out to EC officers for comment. The consensus was that the handbook was an excellent, well-presented and informative document produced in a handy size; and thoroughly recommended as an aide for **ALL** coaches. The EC praised and thanked Grev Cooke for his hard work on this project. Publication costings were discussed, with the EC agreeing to digital printing costs which allowed for small print runs (minimum 30 copies) at any time and at a standard price per copy. The added benefit of this type of printing is that amendments to the handbook can be made prior to any print run.

At the request of the CAO, the EC agreed that the person responsible for the graphics in the handbook should receive a small remuneration for his work. The Secretary to send a letter of thanks and cheque for £100 to 'Richard' who was responsible for the Graphics.

Action: Secretary

With regard to the cost of the handbook to Associations and their members, discussion varied from delivery at cost, to delivery covering the administrative time and effort required to deal with orders (to include p&p costs). The Vice-Chairman suggested purchase at cost with appropriate and reasonable p&p charges; this would have the advantage of ensuring the handbook could be made available to the widest audience. It was agreed that an initial **FREE** copy will be made to Association Principals, CLO's, Tutors and the Membership officer (for allocation to new Member Associations); and for the CAO to finalise p&p charges based on the weight of books to be posted to any one subscriber.

Chairman's After Meeting Note: I e-mailed the members of the EC, asking the 10 voting members for agreement to a pricing structure suggested by the CAO. 8 replies received, all positive, thus the Handbook is priced as follows (any profits to go to the Coaching budget):

£3.50 per book (any quantity) = without postage

1 book posted = £4.50 = £4.50per book

2 books posted = £8.50 = £4.25per book

3 books posted = £12.00 = £4.00per book

4 books posted = £15.00 = £3.75per book

Please request the cost of P&P from the CAO for quantities of 5 or more

7. INSURANCE

For this Agenda item, D Christmas and A Lyons from Endsleigh Insurance were invited into the meeting for a Q&A session covering the renewal of the BAB policy due on 1 March 2012.

Points covered included but were not limited to:

- The [current] high excesses applied to any claims, especially "abuse". It was agreed that these be reduced: for abuse, the excess is reduced from £2.5K to £500
- Amendment of the current policy to show the 'abuse' claims retrospective date as 1 March 1992
- The 'abuse' limit to be raised from £2.5m to £5m. Premium to be notified.
- Renewal premium to be based on a declaration of
 - 10000 members (includes instructors/coaches)
 - Up to 60 Associations
 - Up to 470 Clubs

The Chairman thanked the Endsleigh representatives for their attendance and forthright approach to the many questions posed. Following their departure from the meeting, the EC members present were in agreement that the BAB should accept the renewal terms offered for this year. However, it was noted that Endsleigh were keen to draw the BAB into a 3-year deal

under which they would guarantee a set premium for the 3-year term. The EC agreed to put this matter to GM for discussion with a view to possible implementation in 2013.

Action: Chairman (for GM)

Based on the forecast [expected] renewal premium, the EC agreed there was no necessity to raise premiums for Associations, Clubs and members for the insurance year commencing 1 March 2012; that is, they will remain the same as for those set on 1 March 2011.

Action: Secretary

BAB Insurance Guidelines Handbook. During their attendance the Chairman asked Endsleigh to undertake revision of the current Insurance Guidelines which had been prepared under Perkins Slade, to ensure they were 'fit for purpose' under Endsleigh's insurance policies. Endsleigh agreed to undertake this task and complete it by March 2012.

8. SPORT & RECREATION ALLIANCE SURVEY

The Vice-Chairman reviewed the wider aspects of the 2011 SRA Survey of Sports Clubs and its meaningfulness to the BAB. The general consensus was that the cons of the survey outweighed the pros and that, overall, the content and its effectiveness in being a tool for the BAB was really quite limiting. The EC agreed that the Vice-Chairman should write to S&RA highlighting the concerns raised, indicating that the questionnaire and current presentation of results in its present format gave no real value to the Board, and that we therefore saw no value in participating in future surveys.

Action: Vice-Chairman

It was noted that individual member clubs had raised certain issues under "Issues & Challenges" which might need addressing by the Board, either in terms of the way we run the NGB or areas where the Board might need to consider giving support. The EC members were asked to consider and comment on any appropriate areas, which would then be included in the discussion at the next review of the Aikido Development Plan.

Action: EC Officers

9. EQUITY AND EQUALITY

This item was held over for action at the next meeting of the EC.

10 BRITISH BIRANKAI – LONDON AIKIKAI WEBSITE CONTENT

The Chairman explained to the EC that he had been notified through an Association Member of the content of the following website <http://www.londonaikikai.com/content/view/82/94/> (now attached as **Enclosure 2** to these Minutes – note: grey highlighting in the attachment is 'emphasis' added by the BAB Chairman). The chairman stated that he had written to the Chairman British Birankai to protest at the way it denigrates the BAB and the Association Members who are not affiliated to the Aikikai. The EC members noted that the reply from the Chairman British Birankai refuted all of the BAB Chairman's protestations and stated, *inter-alia*, that they (British Birankai) saw no reason to change the website content, nor did they see in the article any conflict with their membership of the BAB.

The Chairman and EC members – other than D Bath (Associations' representative) - indicated that this was a very unhelpful reply and sought to convince British Birankai that elements of the article were indeed dismissive, even derogatory, of any aikido taught to or practised by aikidoka not affiliated to the Aikikai. D Bath conceded little but did agree to the British Birankai looking again at the article with a view to tempering its content. In closing the item, the

Chairman indicated to D Bath and the EC members that failure to modify the language and tenor of the article would leave the Chairman with no option but to formally table the matter for discussion at GM in May 2012.

Action: D Bath (British Birankai) & Chairman BAB

Recognising that the Board could do more to inform/guide those newly expressing an interest in Aikido, it was agreed that an appropriate introduction should be added to the BAB Website. This would include an explanation on the alternatives available within the UK and information to assist the enquirer in selecting the organisation/club most suited to their needs.

Action: Vice-Chairman

11. Child Safeguarding

The Lead CSO reported to the EC (via Skype) on a number of issues, stating first that she wished to thank the EC members and the wider membership for their kind words of support following the death of her stepdaughter. The aftermath has impacted on all aspects of her work – but things were now gradually returning to normal. The detail of her report is attached as **Enclosure 3** to these Minutes.

Educare On-line Learning Package. The Chairman reported that the Educare on-line child safeguarding learning package, whilst being a good method of refreshing knowledge did take patience and time to work through. The Lead CSO suggested that someone else trial the Educare on-line learning package – S. Billett volunteered to try out the system.

Action: Webmaster

Members are reminded that the programme is open on a 'first come first served' to 200 'candidate' spaces; interested members should e-mail the CPO at: sueward.cpo@gmail.com to participate. The closing date is 31 October 2012.

CRB Checks. In concluding her report, the Lead CSO informed the EC that since the inception of CRB checks for BAB Coaches and others working with children within the BAB, the CP Case Management Group had dealt with 1244 disclosures; of which 75 contained "some content", 4 Coaches received a negative 'recruitment' report (that is, not allowed to work with children within the BAB), and one Coach was removed from a position of working with or instructing children.

12. CONSTITUTIONAL ISSUES

Frequency of General Meetings

Under AOB at the Nov 2011 GM, the Finance Officer (also representing Aikido for Daily Life) questioned the current necessity for calling a minimum of 3 GMs per year, one of which must be an AGM. The matter was referred to the EC for discussion. Specifically, at the last GM just 50% of Member Associations were represented and, of these, 8 were represented by Officers of the Board who would be expected to be present. Whilst the meetings are always held in Solihull, Birmingham, to make them more central, it still means that many members have to travel a considerable distance and, given the present economic climate and the high cost of travel, these factors may well act as a deterrent to attending.

The Vice-Chairman stated that given the ability of the EC to call a General Meeting, whenever appropriate – and the provision in the Constitution (Appendix 4 Section 15) which allows for a Full Member to have the right to call an Extra-ordinary General Meeting where they have the written support of at least 25% of the Full members – he recommended that the Constitution be amended to reduce the number of GMs, adding that the EC would continue to meet on a quarterly basis and keep Members informed of appropriate developments.

It was unanimously agreed by the EC members present to recommend to the Board that Appendix 4, Section 7, of the Constitution be amended to read:

“Meetings of the Board will be called at the discretion of the Executive Committee subject to it calling a minimum of 2 meetings a year, one of which shall be the AGM.”

Action: Vice-Chairman

On a separate Constitutional topic, it was noted that there was no provision in the Constitution for the “Declaration of Interests” and it was agreed that an appropriate section should be prepared for recommendation to the Board.

Action: Vice-Chairman & Legal Officer

13. NATIONAL COURSES 2012

The Vice-Chairman reported that this year’s adult course was to be held at the Sport Wales (Sophia Gardens) National Centre, Cardiff, on 29th September. The Secretary will write to all Associations requesting nominations for Instructors.

Action: Secretary

In view of the successful ‘Young Persons’ Course in 2011, the Chairman sought to see a similar course repeated for 2012. P. Bengé was invited to arrange a suitable date and venue.

Action: P Bengé

14. ANY OTHER BUSINESS

The Chairman advised that he had been asked for a letter of support by Scott Allbright who was seeking funding from his local authority for a Martial Arts ‘Excellence’ Centre (SENTO) in Sheffield. The Chairman indicated that the project had merit and was therefore happy to give “non-financial” backing to the venture.

15. DATES OF NEXT MEETINGS

EC Meeting	10 March 2012
AGM & GM	12 May 2012
EC Meeting	7 July 2012
EC Meeting	8 September 2012

Officers who know in advance that they are unable to attend any of the EC meetings are requested to notify the Chairman at the earliest opportunity to facilitate [possible] re-arrangement or postponement of planned dates.

Enclosures:

1. Coach Tutors’ Day – Report
2. British Birankai – London Aikikai Website Content
3. Lead CSO - Report

Coach Tutor Day – 26 November 2011 – Coaching Admin Officer's Report

Following introductions of those present, the CAO referred to problems he had encountered with the coaching registers and outlined the new Excel coaching register template. This template is downloadable from the coaching section of the BAB website. All present confirmed they were familiar with Excel. The CAO reiterated that the new coaching handbook is downloadable from the website at no charge. In the New Year you will be able to purchase a hard copy. Philip Smith suggested adding the cost of the hard copy handbook into the course fees. **ACTION: CAO.**

The Tutors were informed of the BAB current course fees. These are £25/hour and 55p/mile travel expenses. Some of those present stated that some course fees can range between £30-£100/hour and therefore the BAB charges are reasonable and given the current economic climate represent good value for money. Please note that there could be a saving by using alternative travel arrangements. The BAB has no control over the financial arrangements for an Association coaching course.

There was a discussion about the course evaluation sheet and it was agreed that the CAO would prepare an evaluation guideline and the contents of the form would be discussed at next year's tutor day. There was also a discussion about the course evaluation sheet and it was agreed that the CAO would prepare an evaluation guideline to be implemented by the Tutors from their next course and the contents of the current evaluation form would be discussed and revised if required at next year's tutor day. **ACTION: CAO.**

Steve Billett (Webmaster) gave a presentation on how to access the tutor section of the BAB website and provided tutor passwords for anyone that had forgotten them. Tutors who lose their passwords or who were not present on the day can request their passwords from him at anytime. It was agreed that the section should be amended to give a table for BAB sanctioned documents and a separate table for tutors to upload their own files.

(After meeting note: The Web Tutor System has been updated as requested)

Everyone was encouraged to upload case studies or examples they use during their training to assist their colleagues which would initially be checked by the coaching team prior to adding them to the website. **ACTION: AII.**

The following documents are or soon will be available to download from the BAB website 'Tutor area': a blank course register; a guide to completing the course register; course evaluation guidance; approved Association abbreviations.

The CDO then led a discussion regarding the delivery of CL1 courses where attendees discussed problems they had encountered and good practice they adopted. It was noted that having 'icebreakers' and asking the delegates for their own objectives often helped at the start of a course. There were also a number of examples of ways tutors demonstrate the challenges of clear communication. It was agreed that all present would e-mail their exercises and forward them to the Webmaster and after approval they would be uploaded to the website. **ACTION: AII**

There was a discussion about whether CL1 should be removed from someone after a period of time or should it be like a licence which expires after a time period; no final decision was reached.

After lunch the CDO discussed the importance of obtaining CPD points and he again asked for individuals to send him details of their personal CPD. It was stated that no tutor had submitted their CPD for 2010 – 2011. **ACTION: AII.**

The CDO confirmed that the target figure set is 400 with the low end being 200 or under. The CAO proceeded to explain how scores are calculated (*re 'Analysing your Score' – the zone that you live in is beyond your control but this gives a score of between 5 and 80 points*). The CAO confirmed that tutors may request their current scores at any time and Joe expressed concern that he did not seem to get above a certain score and wasn't able to deliver CL2/3 courses which the CDO confirmed was an issue which would be dealt with shortly.

(After meeting note: re CL2/3 delivery – students wishing to deliver these courses must submit a CV to the CDO. The CV should state examples/qualifications/ professional knowledge were applicable. The CDO has removed the ability to apply on-line for this type of course)

The CDO had updated the BAB risk assessment form and gave an overview about this but this form is to be further updated by Craig who has a specialist H&S expertise in this area.

ACTION: C Hargreaves

Prior to a coaching course Tutors should ask for a completed risk assessment for any dojo that is not known to them. This will ensure that the dojo is fit for purpose prior to the course date.

The CDO then spoke about tutor development and progressing to deliver CL2/3 courses and asked all tutors to send him their CV if they believe they have the skills, experience and knowledge to tutor these courses. This is because *sportscoachUK* are not running as many courses in this regard as they used to do.

The CDO then led a discussion regarding a proposed CL1 refresher course which everyone present supported as a good idea with the predominant view being that it should be a mix of theory and practice lasting one day with an assessment being mainly an update of what was new. When such refreshers would be required was not finalised but a pilot of the course would aim to be run in 2012.

ACTION: CDO

Under AOB the CAO asked about opening up the tutor day to CLOs and it was agreed that CLOs should be invited to next year's tutor day.

ACTION: CAO.

The next tutor day was scheduled for 17 November 2012 and everyone was thanked for their attendance and participation.

Grev Cooke (Coaching Admin Officer)

Extract from: <http://www.londonaikikai.com/content/view/82/94/>

LONDON AIKIDO DOJO – London Aikikai - Traditional Aikido in London

London Aikido Dojo - find the best one. Search engines bring up hundreds of results but how do you decide which dojo is the best one? Before you can even begin to think about which teacher, which dojo, you need to know that there are different styles of Aikido and you need to know which quality indicators to look for.

Broadly speaking there are four main styles of Aikido:

- **Aikikai** - is the original organisation for the Japanese martial art aikido, officially recognized by the Japanese government in 1940. This is *the* original and traditional style of Aikido in the world today following O-Sensei's own group. After O-Sensei's death in 1969, his son Kisshomaru Ueshiba became head (Doshu) of the group, supported by almost all of O-Sensei's top students. In 1999 on the death of Kisshomaru Ueshiba Doshu, his son Moriteru Ueshiba became the new and current head of Aikido. **Aikikai** is and has been supported in Japan and around the world by most of the original students of the founder of Aikido. In contrast each of the other major styles were founded by just one of O-Sensei's students
- **Yoshinkan** - One of the early students of O-Sensei, Gozo Shioda, started this group in 1955.
- **Shodokan or Tomiki** - One student of O-Sensei, Kenji Tomiki, who had been a student of Judo prior to learning Aikido, founded this 'competitive' Aikido group around 1967. This is the only competitive style of Aikido.
- **Ki Aikido** - Founded by *one* of O-Sensei's students, Koichi Tohei, in 1971, this style perhaps differs most from the traditional Aikido of O-Sensei's group.

Having decided which style of Aikido you want to practice you should look for quality of instruction.

Look for:

- **Teacher(s)** - Finding the right teacher is no easy task and yet it is one of the most important decisions you will have to make for your aikido career. As a beginner it will be difficult to know good aikido from bad. You will have to go by your instincts.....but use the measures below to help you. The grade of the teacher(s) can be important if it was awarded by a credited body.
- **Quality** - Look for grade of the teacher(s) and more importantly look at who awarded the grade. Look for direct teacher-student relationships which go all the way back to the founder of Aikido. For example, in the case of London Aikikai, one of the closest disciples of O-Sensei, T K Chiba Shihan founded the dojo and the current senior teachers are his disciples. There are many self appointed Aikido people around. In many cases this self-appointing system may go back two or three generations where an individual has promoted himself/herself and then promoted their students. Often these people learned Aikido 'from a distance' by watching videos, by attending courses and so on, but without any teacher-student relationship where the deep learning/transfer takes place. There are even stranger cases of promotions by martial arts or sports bodies (groups) with no knowledge of Aikido, promoting Aikido teachers to very high grades. Do your research before you begin.
- **Affiliation** - Look for affiliation to the 'mother' organisation, Aikikai in the case of traditional aikido. Be aware that only a few dojos in London have this affiliation. Your Aikikai grades will be recognised all around the world. This will not be the case with privately issued grades. Ultimately this is a question of quality too.
- **Training Schedule and National Courses** - Look for a busy training schedule so that you can train as often as you have time for. In addition to quality regular practice, national courses, especially with international senior instructors are vital to grasping the true nature of aikido.

Traditional Aikido but not Aikikai? - When a dojo claims to practice traditional aikido but does not state that it is Aikikai, this is often a code for aikido without lineage or roots, and therefore suspect quality. Do your research.

BAB (British Aikido Board) and Coach Level - Many dojos disguise their lack of affiliation to a recognised aikido body, by emphasising membership of the BAB. Be aware that this is not a measure of the quality of Aikido. The Coach Level awarded by the BAB relates only to coaching (teaching) and not to Aikido. The BAB does not test people for Aikido proficiency and does not award grades. The BAB does many important things but does not teach Aikido. For example, London Aikikai is a member of the BAB but more importantly, it is recognised by Aikido World Headquarters.

Lead Child Safeguarding Officer's Report

1. CPO training day proposed for April.

The BAB now has approval to deliver the official NSPCC/CPSU training course called "Time To Listen" (TTL). The first round of training will take place in April at a venue TBC. There will be a nominal attendance fee of around £15-£20 per person and the course will be a 1-day event.

It is proposed that we make this an annual event (as per the Coach Tutor Day). I will keep in touch with CPOs to update them as plans progress. The day is aimed at CPOs – but if numbers permit then I am quite happy for CWOs to attend.

2. Update on Freedom Bill

The Freedom Bill will introduce various changes to the way CRB checks are administered. The final approval for the bill is scheduled for May and any changes the CRB system are unlikely to happen until the end of this year. These proposed changes will have quite an impact on the way the BAB undertakes its checks – and these will be explored nearer the time. Until then, please continue with current checks as normal. In essence, this means renewing CRB checks for eligible people every 3 years. If anyone has any queries re who should be checked then please contact me at: sueward.cpo@gmail.com

3. Updating of BAB Safeguarding Policy

There are a number of sections in the BAB policy which need updating. There will also be a substantive update required once the Freedom Bill is up and running. I therefore propose that we delay any changes until the Freedom Bill is in place and running smoothly (likely to be 2013).

4. Induction Training for New Members

At this BAB EC meeting I was able to attend via a *Skype* video link. This was really successful and I would like to offer *Skype* 'training' to all new Member Associations as part of their induction process. This, of course, would not be mandatory – just an extra that can be offered to those with (or those willing to set up) a *Skype* account. It really was hassle free setting up my *Skype* account, and having a 1:1 video chat was a really good experience. I feel it would be more beneficial than a normal phone call. If any members want to chat to me via *Skype* then I would be delighted to set this up.

Sue Ward (Lead CSO)