



BRITISH KENDO ASSOCIATION

Risk Assessment and Action Plan: Jodo

Contents

Risk Assessment and Action Plan: Jodo	1
The BKA	2
Jodo:	2
Glossary of terms used in this plan	3
Risk Assessment	2
Introduction	2
Assess the risk – Implement Control Measures	3
Comply with the law in place in your area:	3
Summary of measures set out in this document:	4
THE BRITISH KENDO ASSOCIATION	4
Jodo Bu - Covid risk assessment/action plan	4
Details of Assessment of Covid risks inherent in Jodo	8
Guidance on general Mitigation measures	9
International Competition:	12
Events other than Competition:	12
APPENDIX 1	15
APPENDIX 2	17
APPENDIX 3	18

<https://www.britishkendoassociation.com/>

The BKA

The British Kendo Association was founded in 1964 as a non-profit making organization to foster and develop the practice and spirit of Kendo, laido, and Jodo along traditional lines.

The BKA is the only organization in the UK which is recognized for Kendo, laido and Jodo by the All Japan Kendo federation (the foremost body in Japan for these martial arts), the International Kendo Federation. It is also the only organization in the UK which is empowered to award dan gradings (black belts) in Kendo, laido and Jodo recognized by these bodies. The BKA is recognized by Sport England.

Although the BKA is the NGB for all 3 arts these disciplines are separate, distinct, and different in nature, and not all BKA members practice all three.

This Action Plan is submitted in respect of art of Jodo; there will be a separate submission in respect of kendo.

Jodo:

Jodo means “the way of the staff” and is practiced with a staff of approximately 128 cm long.

There are sets of basic movements (kihon) which can be practiced on one’s own, or in pairs (wooden sword versus staff) and set movements (kata) practiced in pairs.

In paired practice the participants are co-operating to give the jodo practitioner an opportunity to study and practice technique.

Jodo is not a combat sport: There is no free fighting or sparring of any kind.

Overall, Jodo could best be described as a ‘semi- contact’ sport. The degree of contact varies considerably across the curriculum; there are basic training techniques which can be done with no partner, and all techniques consist of controlled and set movements (kata).

Practitioners are generally distanced by the length of the weapons - much of the curriculum can be practiced at a distance of 1m+ .

Direct contact between practitioners exists in a few advanced techniques but consists only of fleeting contact involving the hand at the end of a jo striking the other person.

Practitioners of jodo also practice with other weapons such as a short staff (tanjo) or two wooden swords (kenjutsu). This plan also covers tanjojutsu, koryu kenjutsu and any other parts of the curriculum practiced by members.



Glossary of terms used in this plan

Bokken- wooden sword

Bu- division of the BKA for a particular art

Bucho- leader of that division

Dojo- place of training, club

Hakama- trousers

Kata- choreographed sets of movements to practise a technique

Kiai- shouting to express spirit during an attack

Keiko- practice, general, covers all kinds of activity

Keikogi - uniform for practice

Kenjutsu, Kumitachi- paired practice with swords

Kihon - basic movements

Rei- bow, etiquette

Senpai- senior student

Sensei- teacher

Shinai- bamboo sword

Sotaidosa- paired basic practice

Suburi- solo cutting exercises

Tabi- cotton socks

Tanjo- short staff

Risk Assessment

Introduction

The DCMS has issued new guidance to sports National Governing Bodies on risk assessments, Covid mitigation and Action Plans with a view to a defined path towards the resumption of full practice when safe.

This document:

- updates previous return to practice advice
- analyses risks from the practice of various techniques in Jodo, tanjojutsu and kenjutsu
- advises how Jodo may be adapted to mitigate the risk of transmission of Covid-19
- seeks to provide the information practitioners will need in assessing risk and deciding whether to participate in practice.
- Sets out the measures which will be needed in each Phase of the Combat and Contact sports framework as and when it is implemented by the DCMS.

When training is allowed to resume it is important that you have adequate measures in place to help prevent the spread of COVID-19.

Please be aware that should further waves of infection emerge, locally or nationally, it is likely that your dojo may have to close again until it is back under control.

Any resumption of and ongoing participation in jodo practice in England is at all times governed by

1. Government Legislation & Guidelines (this includes Public Health England)
2. Local Lockdown Restrictions
3. Venue Specific Rules (includes use of changing rooms, movement/volume of people, hygiene protocols)
4. BKA return to practice advice
5. Personal considerations such as any underlying conditions

This document refers to current UK Government guidance for England available as at 2nd December. It is subject to change in response to the current COVID-19 Alert Level, community prevalence of COVID-19 and/or to reflect additional or updated UK Government guidance.

This document applies in respect of dojo in England only, although the information on the degree of risk inherent in jodo practice and measures to reduce risk will be of interest to dojo in the other 3 home nations.

It would be beneficial for dojo to have a named Covid compliance officer, although all members share responsibility for the safety of those in the dojo.

Assess the risk – Implement Control Measures

Having lived this pandemic for several months we are used to the basics, such as keeping our distance wherever possible and practicing good hand hygiene at all times. However, we need to think about the risks from *all* aspects of our practice, including changing facilities, toilets, travel, practicing and teaching; There are lots of details to consider so we can all remain safe.

Your dojo should already have a dojo-specific risk assessment you must now thoroughly review this risk assessment *before* returning to training. This is to ensure suitable control measures are in place specific to your individual venue, local conditions and participants.

Comply with the law in place in your area:

Members will need to keep up to date with the regulations and any guidance in place in their local area. The BKA maintains a library of 'explainer' documents summarising and linking to the current Covid related regulations and Guidance which can be found in the members' documents area.

The current regulations set out steps in a roadmap to 'unlocking':

In step 1 areas: people should not take part in any indoor sport or physical activity with people from outside their household. This includes indoor team and individual sports, training sessions and exercise classes. Personal training is permitted for 1:1 sessions only, and should not take place in private houses. Children are allowed to participate in Phase 2 activity outdoors and 1 indoors.

In step 2 areas: organized indoor sport (including team and individual sport, personal training), can only take place where there is no mixing between households. This means that people from the same household or support bubble can take part in sport or physical activity together. Children can participate in organised sport under this plan Phase 2 indoors and out. Adults may participate in outdoor sport at Phase 1 and indoors on an individual or one household basis only.

In step 3 areas: organized indoor sport can take place under this plan subject to the restrictions imposed by the relevant Phase of the DCMS combat sport framework. Other permitted activities can take place in groups as long as there are qualifying groups of up to 6 people. DCMS will issue guidance on what Phase applies at any time.

Step 4 : Step 4 is not yet finalised but should see the end of gatherings restrictions and when details are available of the relevant Phase of the DCMS framework, this advice will be updated.

Summary of measures set out in this document:



THE BRITISH KENDO ASSOCIATION Jodo Bu - Covid risk assessment/action plan

No	Potential hazard	Identified Risk	Persons at risk	Inherent factors affecting risk	Initial level Of risk	Further precautions	Residual risk
1	Droplet transmission	Transmission of Covid 19	Participants Coaches Some vulnerable	- Participants are not in very close contact -Any close proximity is fleeting -There is no free sparring	med	-Masks to be worn at all times -No shouting (kiai) -Ventilate venue as much as possible -Anyone with symptoms involving coughing or sneezing should not attend -Duration of strenuous practice should be limited -Coach should not gather people round closely when explaining points	low
2	Fomite transmission	As above	As above	Through exchange of weapons and sharing equipment	low- med	-Participants are to bring their own equipment - Avoid sharing equipment and clean equipment /wash hands if unavoidable -Wash wrists and arms after practice	low

				<p>Through equipment to skin contact</p> <p>Through handles of doors etc in the venue</p>		<p>-Personal items such as water bottles to be labelled to avoid accidental sharing</p> <p>Clean floor, surfaces before session</p> <p>Wipe down door handles etc on leaving</p>	
3	Population	As above	As above	<p>There are very few practitioners of jodo in the UK and group sizes tend to be under 10.</p> <p>Participants may include people in the 'vulnerable' category</p>	low	<p>Participants will be encouraged to consider their own personal risk factors in deciding whether to attend</p> <p>-Training bubbles will be operated to minimise the number of people mixing</p> <p>No spectators allowed</p>	low
4.	Off 'the field of play'	As above	As above	<p>Social distancing whilst changing etc</p>	med	<p>-Arrive and depart in kit if possible</p> <p>-Minimise use of changing rooms</p> <p>-observe capacity restrictions and limit numbers if necessary</p> <p>- Masks compulsory at all times</p> <p>-No socialising when not in practice</p> <p>2m+apart during warm ups</p>	low

5.	Prior to activity	As above	As above	Ensuring members are aware of the rules they must follow	med	<p>Dojo must have a risk assessment in advance of practice</p> <p>Members must be aware of risk assessment, plan and procedures</p> <p>Symptom self check- do not attend if symptoms</p> <p>Comply with Test and Trace and GDPR requirements</p> <p>-Participants to bring hand sanitizer</p> <p>-avoid traveling to the dojo by public transport, follow any travel guidance</p>	low
6.	During activity	As above	As above	<p>Player behavior</p> <p>Advice to coaches</p> <p>First aid</p>	med	<p>Participants should be asked to leave the session if they breach covid precautions and may be asked not to attend the dojo further.</p> <p>The BKA may take disciplinary action against dojo which breach measures.</p> <p>All measures in 1-3 above will be adhered to.</p> <p>Instructors to avoid moving from group to group where possible</p> <p>First aiders to use additional PPE, wash thoroughly after and Follow guidance for first responders</p>	low

7	Use of facilities	As above	As above	Moving around the venue	low	<p>Restrictions on numbers using toilets at any one time</p> <p>One way system or staggered arrival and leaving times to prevent bottlenecks</p> <p>Minimise time spent there when not practicing by implementing measures in 4.</p>	low
---	-------------------	----------	----------	-------------------------	-----	--	-----

This plan aims to reduce risk but there will always be a risk inherent in any activity. Participants must assess their own personal degree of risk and decide whether they wish to participate.

This advice represents the British Kendo Association's best estimate of the likely degree of risk but is not exhaustive. It is provided as a guide to the points you should consider in your resumption of practice, but is not legal advice and the BKA does not accept any liability for decisions made in respect of coronavirus r

Details of Assessment of Covid risks inherent in Jodo

Droplet transmission:

- The risk of transmission by the spray of droplets from participants is overall **low** given the usual distance between participants:
 - for solo basic training it is **very low** provided social distancing is maintained (over 2 m distancing)
 - for paired training there is an increased risk but still relatively **low**; the distancing is usually over one metre
- There are some techniques where the participants are closer - but they may not be face to face; the risk would be **low** as the interaction would normally be fleeting.
- In techniques such as taiatari there is a fleeting moment where the participants are closer and face to face and there would be an increased risk of transmission in these cases; without mitigation the risk would be **medium**. Mitigated by wearing masks.
- The major increased risk of droplet transmission would be from kiai (shouting)- without mitigation the risk would be **medium-high** therefore this cannot be allowed.
- Intensity of practice- jodo is not aerobic, but strenuous practice will increase risk of transmission and therefore duration and intensity of practice should be limited. Risk **medium**.
- Each kata (set of predetermined movements) takes less than a minute to perform and so it is easy to control the cumulative amount of time spent in active paired training.
- Whilst separate from droplet transmission, general airborne transmission from prolonged training indoors should also be considered when assessing risk and the degree to which the venue can be ventilated.

Fomite transmission:

- There is little or no direct bodily contact involved- **low** risk
- Therefore the risk of fomite transmission is largely from equipment
- Most practitioners own their own equipment and use it exclusively
- There is some equipment to body contact- **low** to **medium** risk
- Generally the risk is **low** provided care is taken over hygiene
- Other surfaces such as door handles in the venues should be considered

Population:

- There are around 200 practitioners of jodo in the BKA in the UK.
- The average number of practitioners within a club at a given practise session is likely to be very low and probably between 2 and 10.
- There are very few under 18s and any juniors tend to be teenagers in general dojo
- The demographic of the jodo bu members ranges from 18- 80 and is likely to include some vulnerable people
- The degree of personal risk to jodo bu members varies significantly and people falling within the vulnerable category are advised not to participate.

Guidance on general Mitigation measures

These COVID-19 control measures are advised. The DCMS guidance identifies a number of **KEY PRINCIPLES**.

1. 'Off field activity'

- Dojo should limit time spent at their facilities by members arriving in and leaving in their training attire
- Minimise use of changing facilities
- Social distancing must also be maintained before and after practice
- Observe limits on numbers- these will vary depending on Tiers and the size and nature of the venue
- Do not share equipment: participants should bring their own water bottle etc (labelled), there must be no sharing.
- Participants should take their kit home to wash
- Masks should be worn when within indoor facilities
- Social distancing of 2m+ must be observed whilst 'warming up' and 'cooling down'
- There must be no socialising at the training venue (before or after the training session) in any numbers greater than can form a 'qualifying group' (6 in Tier 1 and own household only in Tiers 2 and 3)

2. Prior to activity:

- Clubs must have their own risk assessment and plan taking account of local factors, the requirements of the venue and population of the dojo.
- Ensure all your members are familiar with your new procedures *before* they attend
- **Test and Trace** requirements must be complied with:
 - Keep a register for 3 weeks after each session of who attended and their details-
 - Remaining compliant with GDPR regulations at all times.
 - Guidance on maintaining records can be found [here](#)
 - If the venue you train in does not have a QR poster for people to check in you may need to create one which you can do [here](#)
- Don't go to the dojo if you show COVID-19 symptoms or have been advised to isolate by a track and trace service
(<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>)
- Make sure people don't feel pressured to attend the dojo
- Keep in touch with students who can't attend so they feel included
- Don't attend if you are shielding or have other caring or health responsibilities
- Where possible, avoid using public transport to get to the dojo. You should follow government guidance in relation to your Tier ; reduce the number of journeys you make where possible in Tier 2 and do not travel out of tier 3 for sporting reasons.
- Hand hygiene

- Make sure adequate handwashing facilities are available
 - Hot/warm running water and soap
 - Sanitising hand rub
 - Sanitising wipes (and a means for their safe disposal)

3. During activity:

- Participants are reminded that they should abide by all precautions at all times for the safety of their dojo members
- Abide by the expectations of members set out in article 7 of the Constitution and any other covid policies or codes of conduct adopted by the BKA
- Social distancing must be maintained during breaks
- Personal items such as water bottles should be labelled and must not be shared
- Don't exchange/share weapons or equipment/bogu
- If using club equipment disinfect with suitable wipes before and after each use
- Do not wear gloves
 - The virus does not pass through your skin, but will get into you if you touch your mouth or eyes, which gloves do not prevent you from doing. It is better to wash or sanitise your hands frequently, as this kills any virus on you each time. Gloves used incorrectly will only help spread the virus around.
- As usual, tabi (or grippy socks) should be worn if you have any open wounds on your feet. Under COVID-19 measures it is recommended that they are washed after every use.
- Face coverings must be worn whilst participating in paired techniques to help reduce transmission from someone who is infected, but does not show symptoms
- Guidance on face coverings can be found here
 (<https://www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering/how-to-wear-and-make-a-cloth-face-covering>)
- Air/Ventilation: Open windows where possible
- On the dojo floor
 - Adequate space between people whilst training
 - Adequate space when beginning and ending (seiritsu)
 - Consider two or more lines of participants if needed
 - In tight spaces consider having people practice in shifts, such as half of the students on the floor for 10 minutes then swop over – observing distancing throughout (on and off the floor)
- Avoid making 'kiai' or any other shouting of any kind
- Where household mixing is allowed, participants should train in 'training bubbles' of 2 or 3 people and should not switch groups during the evening
- Where possible each group should have its own coach rather than one coach teaching multiple groups

Coaching:

- Whilst teaching
 - Avoid close contact
 - Teach without touching the student(s)
 - Avoid gathering people together (shugo) to make teaching points
 - Avoid moving from group to group if unable to fully socially distance.
- Instructors do not count towards numbers for 'qualifying groups' (eg the rule of 6) but do towards capacity numbers for the venue.

First aid

- Use extra precautions like masks and single use disposable gloves whilst administering
- wash thoroughly after treatment
- Record for track and trace purposes
- Follow [guidance for first responders](#)

4. Use of facilities generally:

- Entry to the dojo should be planned in advance, eg one way systems or supervising entry so there isn't a bottleneck
- Keep use of changing rooms to a minimum
- Ventilate as much as possible
- Observe capacity limits.
- Ensure any surfaces touched are sanitised before leaving

Spectators should be avoided where possible ; in Tiers 2 and above they are not allowed. Where a person is present e.g. to accompany a junior to the dojo they must remain socially distanced from anyone not in their household or other form of 'bubble' (e.g. childcare).

Domestic Competition:

This is not feasible at present, but when Phase 3 is implemented by the DCMS, the additional measures will be needed to deal with the risk of Covid transmission during competitions:

- Referees are already adequately distanced from each other and the participants whilst judging, but any etiquette, bowing should now be done at a 2m distance and referees should not swap round positions in between matches and maintain a distance of 2 m+ when not judging.
- Scorers and other officials should not share a table unless from the same household
- Scorekeeping should be done electronically to avoid passing around sheets of paper and pens
- There will be a need for increased floor management to monitor distancing

- Teams will need to maintain distance whilst awaiting their matches and each team should have a designated area in which to wait
- During matches teams will proceed with social distancing when changing position. There will be no exchange of weapons. Places and method will be described for this prior to the competition
- Spectators should be limited to what is manageable whilst maintaining 2m+ distancing and spaced in alternate rows with seats in between each spectator
- Masks should be worn at all times by participants, officials and spectators
- Kiai should not be performed
- Additional space or a reduced number of shiai-jo (arena) will be required to accommodate these changes
- There should be a clear line of responsibility for implementation with a named Covid Officer
- A separate risk assessment will need to be carried out and distributed to all participants in advance.

International Competition:

This document deals with the resumption of domestic competition only.

International competition raises additional complicating factors, which we do not currently have enough information to address. We are in discussion with the European Kendo Federation and will address the question of whether the European Championships will be feasible in a separate document, with a detailed analysis of risk, before any decision is made in respect of proceeding with this.

Events other than Competition:

Events other than practice within clubs (seminars and mini-seminars) will need careful planning and will require a specific risk assessment in addition to following the measures and advice set out in this document.

Such events involving jodo will not be held until Phase 2 has been reached due to the larger numbers involved and need for careful floor management.

No two jodo events will be held less than two weeks apart in order to apply track and trace measures.

If any private jodo events which do not fall within normal dojo practice are planned, and wish to be considered as 'recognized by the BKA' for insurance purposes, then the Bu must be notified in advance and a copy of the specific event risk assessment must be submitted to the Bu at least two weeks in advance of the first day of the event

The measures proposed for such events are covered in Appendix 3.

How does this relate to the Combat framework's 4 Phases?

Phase 0 - Solo practice/ socially distanced by 2m+. Solo kihon and practicing one side of the kata 'mirroring' one's partner but distanced by over 6 feet from them. This is currently possible in Tier 2. Tier 3 does not currently permit group exercise.

Phase 1- return to equipment training- this should allow most kata to be practiced unless very close techniques are involved. This is currently possible in Tier 1 in groups of 6 within a class.

Phase 2- contact training - not currently permitted. Although very few techniques involve direct contact, anything where the practitioners are in any kind of bodily contact must not be performed until Phase 2.

Phase 3 - return to competition. Not currently permitted. The measures detailed above will be adopted to manage the risk from larger gatherings of competitors and numbers overall may need to be limited.

Technique	distancing involved	When allowed
Solo kihon	over 6 feet from others	Phase 0
'Mirrored' kata	" "	Phase 0
AJKF kata 1, 4, 5, 6, 10	3 feet with mask	phase 1
AJKF kata 3, 8	closer range but not face to face (masked)	phase 1
AJKF kata 2, 7, 9, 11, 12	Taiatari or close range face to face (masks)	Phase 2
Koryu	no taiatari or direct contact (masks)	Phase 1
Koryu	very close range or direct contact (masks)	Phase 2
Kenjutsu	general distance about 2-3 feet (masks)	Phase 1
Kenjutsu	involves face to face close range or contact (masks)	Phase 2
Tanjojutsu	Mostly 2-3 feet with mask	Phase 1
Tanjojutsu	where elbow or arm is held	Phase 2

Compliance with this Plan:

While the jodobu trusts that its members will behave with integrity and in the interests of safety at all times, as NGB it has a clear duty to consider and act in the interests of all members. Therefore any reported breaches of the measures set out in this document will be treated as breaches of Health and Safety and subject to the disciplinary provisions of the Constitution.

The BKA has adopted a specific compliance policy in respect of dojo , which can be found in Appendix 1 to this document; serious breaches may result in the suspension of dojo from practice.

Members will be asked to follow the Covid Code of Conduct adopted by the BKA, which may be found in Appendix 2.

Conclusion:

This Plan aims to reduce risk, but participants should be aware that there is still always going to be some degree of risk. One of the purposes of this document is to put members into a position where they can make an informed decision about risks based on the assessments contained in the Plan.

This advice is the BKA's best estimate of the likely degree of risk, but is not exhaustive, and it is still up to BKA members to make their own decisions about risk . It is provided as a guide to the points you should consider in your resumption of practice, but is not legal advice and the BKA does not accept any liability for decisions made in respect of coronavirus risk.

Stojanka Vidinic, *Jodo Bucho* David Parker, Mark Thurman

December 2020

Useful Links:

Coronavirus advice in England (except Leicester) <https://www.gov.uk/coronavirus>

Coronavirus advice in Scotland <https://www.gov.scot/coronavirus-covid-19/>
<https://www.gov.scot/publications/coronavirus-covid-19-phase-3-staying-safe-and-protecting-others/pages/sports-culture-and-leisure-activities/>

Coronavirus advice in Wales <https://gov.wales/coronavirus>

Northern Ireland:

<https://www.health-ni.gov.uk/sites/default/files/publications/health/your-guide-to-covid-regs.pdf>

Advice for the providers of grassroots

sports: <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>

New guidance to sports on Action Plans:

[Coronavirus \(COVID-19\): grassroots sports guidance for safe provision including team sport, contact combat sport and organised sport events - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/coronavirus-covid-19-grassroots-sports-guidance-for-safe-provision-including-team-sport-contact-combat-sport-and-organised-sport-events)

APPENDIX 1

Covid compliance protocol:

1. Before undertaking any practice, dojo shall ensure that they have an up to date risk assessment plan which :
 - Complies with any return to practice advice issued by the BKA for their area
 - In England, complies with the BKA's return to practice Action Plan
 - Complies with Government guidance
 - Takes account of local conditions and any risk factors specific to the venue and dojo
 - Includes clear instructions to and expectations of, dojo members in implementing Covid mitigation measures.
 - Has a clear indication of who is responsible for overseeing the measures.
2. In Northern Ireland and Scotland, it is mandatory for the dojo to appoint a Covid officer to monitor compliance. This is also advised for all other dojo.
3. Dojo must follow any government guidance and keep up to date with such guidance.

(NB:The BKA Advisory Notes Service maintains a library of 'explainer' documents summaries of guidance with links to the original documents to assist dojo with this; these can be found in the Members' Documents area of the website)

4. If any dojo is found to be practising in contravention of the Regulations, guidance for their area or Kendo Action Plan (England):
 - The Bu will discuss with the club the circumstances and what measures may be taken to prevent similar occurrences;

If there is no co-operation or the breach poses a significant risk then:

- The dojo may be suspended from membership of the BKA pending investigation.
- The BKAs procedures under articles 10 and 13 will apply.

(NB It is also important to note that any such practice would not be covered by the BKA insurance policy and the BKA will decline to make a claim on its policy in such circumstances.)

5. The BKA's disciplinary procedure under article 13 may be followed in respect of the person leading the practice contravening the RTP advice / guidance/ regulations or any person who failed to adhere to the relevant guidelines.

6. In these circumstances, suspension of the dojo will not invalidate the individual membership rights of other individual members of the dojo unless the dojo is subsequently expelled, in which case they would need to seek membership of another affiliated dojo within 3 months. Members of a dojo which has been suspended will continue to be able to exercise their individual membership rights under article 7 and other parts of the Constitution.

[BKA-Constitution-APPROVED-April-2020-.pdf \(britishkendoassociation.com\)](#)

APPENDIX 2

Code of conduct for members:

1. Members must conduct themselves with integrity and in a responsible manner at all times
2. Members must read the BKAs action plan for the relevant Bu so that they can make an informed decision about the degree of risk involved in any activity before participating in it
3. Members must familiarise themselves with their dojo risk assessment
4. Members must be aware of the necessary steps to prevent Covid transmission before they decide to train
5. Members with conditions which put them at higher risk must consider any medical advice relating to their condition before deciding to train
6. Members should endeavour to keep up to date with the law and guidance using the resources in the membership documents 'library'
7. Members must adhere strictly to the Covid mitigation measures
8. Members should cooperate with any test and trace record keeping

APPENDIX 3

National seminars and gradings:

This is not feasible at present, but the additional measures will be needed to deal with the risk of Covid transmission during seminars and gradings which are jointly organized.

Seminars

In addition to the above points:

1. 'Off field activity'

- There will be an allocated area for personal effects per person. Shoes will be stored there and not outside the dojo.
- Attendees/teachers/officers must agree to the responsibilities and guidelines published by the jodobu when booking a seminar.

2. Prior to activity

- A detailed risk assessment will be produced in advance and will be based on the measures in this document plus local /venue factors- capacity/layout.
- Familiarise with the venue guidance and comply with the venue guidance (eg: one way system).
- A plan of the organization of the seminar and grading will be sent to practitioners and instructors in advance, with the guidance and the venue map.
- Training bubbles will be allocated by dan levels (max 6 practitioners per bubble) and will have an allocated teacher. There will be a floor plan with allocated bubbles
- The Events officer will be responsible overall for Covid measures implementation and will be assisted by floor managers designated in advance.
- Booking the event will be done online. No cash transactions will be accepted. There will be a cut off date for the booking to allow for the organization of the seminar. Those who have not booked within the times will be refused.
- The maximum number of attendees may be limited due to the size of the venue.
- Reasonable adjustments for members with additional needs (eg deafness) will be made in advance.
- In the event of foreign attendees/guest teachers, these must comply with the UK government COVID and travel regulations as well as the BKAs.
- A covid safe microphone/audio-system may be considered for general announcement in order to reduce shouting.
- Reasonable adjustments may be made on the day.

3. During activity

- Social distancing of 2m+ must be observed whilst 'warming up' and 'cooling down'. All bubbles will be following the warm up of their assigned teacher and facing the same way.
- Masks should be worn when within indoor facilities and should be changed at preset intervals. There will be appropriate facilities for disposal.
- Social distancing must be maintained during breaks and lunches. 'Social lunches' can only be done within the training bubble.
- Practice of regular hand hygiene.

4. Coaching

- A teaching plan for the day will be made by the leading teachers so that all bubbles can study/practice the same kata. This teaching plan will be given to all teachers in advance.
- An assistant teacher may be supplied to low grade bubbles so demonstration can be given to that bubble.

5. First aid

As above

6. Use of facilities generally

As above

Gradings

This happens at the end of a seminar, the attendance will be the seminar's attendance. The grading panel will be made of teachers and high grade (5th dan and above) attendance.

- Grading application and payment will be made online. Payment for registration of the grading will be made cashless at the end of the grading whilst maintaining 2m+.
- Grading panels will be sat at 2m+ and maybe staggered in order to get a good view of the performances of the graders. Grading panelists marks and comments will be collated solely by carbon copies.
- Graders can only take their grading with a partner from their own bubble. They will be grading with their own weapon. A space will be allocated for the weapons of each graders.
- A sticky label will be given to the graders with its grading number as opposed to the jodobu's cloth grading number.

If an infection is confirmed the seminar/grading participant/teacher develops a COVID-19 infection, they must immediately inform the bucho/Event officer who will notify the attendees/teachers and venue.