



AIKIDO ALLIANCE UK CHARTER

***Accepting the content of this Charter Document is mandatory
for Aikido Alliance UK members***

Member Associations will:

- Comply with all Alliance policies and implement all procedures as outlined therein. *(The points detailed below are not intended to be exhaustive and serve to emphasise key areas of governance.)*
- Where under 18s are in membership, appoint an Association Safeguarding Officer (ASO). Contact details for the ASO will be published on the member Association's website.
- Appoint a Welfare Officer for each club/class where juniors are present. Details of Welfare Officers and contact details to be made available to all club members and published on relevant member Association websites.
- Provide a link from their website to the Aikido Alliance website with regard to safeguarding policies and procedures.
- Ensure that appropriate DBS checks are in place where required *(e.g. if teaching under 18s)*.
- Conduct, implement and update risk assessments both for the activities and venues in which club activities take place.
- Complete an incident (accident) notification form available from the Alliance website or from the Alliance Insurance Liaison Officer in all instances where an insurance claim might arise. In any event all incidents should be recorded in the Club Accident Report Book.
- Remain compliant with Data Protection and GDPR requirements (including registration with the ICO if required).
- On request, provide the Alliance with data concerning their Association and its members.
- Ensure that all coaches/instructors have an Alliance coaching qualification (or other qualification recognised and accepted by the Alliance).
- Ensure that fees are paid promptly on the due date and in line with current Alliance tariffs.

The Aikido Alliance UK will:

- Publish all policies and procedures on its website www.aikidoalliance.co.uk along with details of Association Safeguarding Officers
- Have a Lead Safeguarding Officer who will support affiliated Associations and their Clubs.
- Develop coaching programmes and provide qualifications for nominated members of affiliated Associations.
- Make available membership tariff details on request. The Alliance operates on a cost-sharing basis to provide the most equitable arrangement for its members. Membership costs are shared pro-rata based on an Association's current membership and the number of Clubs it operates. In addition, a nominal mandatory admin fee may be added to cover incidentals such as website hosting, etc.
- Maintain insurance cover – details of which will be published on the Alliance website.
- Ensure that its governance matters are handled by suitably skilled and, if necessary, qualified people.

Signed by on behalf of

(Association Name)

Position:

Date: