



英国和道会空手道連盟-本部道場 Eikoku Wadokai Karate-do Renmei - Honbu

Valid from Monday, 09 October 2023

Information Regarding Criteria/Implications for the Kyūsha Examiner and Panel Judge/s of the
British Wadokai Yūdansha Assessment Panel

THE COACHES CHARTER

BWK Examiners

- ✚ Must respect the rights, dignity and worth of every person and treat everyone equally within karate.
- ✚ Must place the well-being and safety of the karate-ka above the development of performance.
- ✚ Must develop an appropriate working relationship with karate-ka, especially children, based on mutual trust and respect.
- ✚ Must consistently display high standards of behaviour and appearance.
- ✚ Must encourage and guide karate-ka to accept responsibility for their own behaviour.
- ✚ Must ensure the activities they direct or advocate are appropriate for the age, maturity, experience and ability of the individual.
- ✚ Should hold up-to-date BWK recognised Instructing & Examiner qualifications.
- ✚ Should at the outset clarify with karate-ka, and where appropriate their parents, exactly what is expected of them and what karate-ka are entitled to expect from their Instructor.
- ✚ Should co-operate fully with other specialists (e.g. other instructors, officials, sport scientists, doctors, and physiotherapists, etc.) in the best interest of the karate-ka.
- ✚ Should always promote the positive aspects of karate (e.g. fair play)
- ✚ Should follow all guidelines laid down by the BWK and hold appropriate insurance cover.
- ✚ Must not exert undue influence to obtain personal benefit or reward.
- ✚ Should NEVER condone rule violations.
- ✚ Should NEVER condone the use of prohibited substances.

EXAMINERS & INSTRUCTORS

All Examiners MUST:

- (a) Hold an up to date BWK Licence.*
- (b) Hold an up to date 'Examiner's Certificate' (Direct/Full Membership) issued by the President.*
- (c) Attend the regular 'BWK Standardisation Courses' and 'Examiners Courses' (or the equivalent) held regularly throughout the year. Failure to attend may jeopardise individual 'Examiner Qualifications'.
NB: Courses are held in BWK-UK. Please refer to the Date Section.
- (d) Attempt to attend any periodical BWK Grading Courses, for refresher purposes.
- (e) Use a British Wadokai Examiner's Stamp (or Hanko) to officiate a graded student's Licence.
- (f) Send in all Examination Grade Sheets, or copies, to the BWK Licence Office for registration (email attachments are accepted).

***It is the SOLE RESPONSIBILITY of the relevant Instructor/Assistant Instructor to ensure validity to these requirements.**

NB: 'Instructor' status and 'Examiner' status are separate qualifications/titles and must be achieved independently. Failure to attend the regular BWK Examiner Courses and BWK Standardisation Courses *may* result in loss of grading powers.

Instructor Levels

1. Junior Assistant Instructor (age 14-17, 3rd Kyu & over)
2. Assistant Instructor (age 18+)
3. Senior Assistant Instructor (age 18+, Insured, CRB, 1st Aid, 1st Kyu & over)
4. Instructor (age 18+, Insured, CRB, 1st Aid, 1st Dan & over)
5. Senior Instructor (age 18+, Insured, CRB, 1st Aid, 4th Dan & over) - *Instructor of Instructors.*

Examiner Levels

Yūdansa, once qualified through attendance of the British Wadokai Examiner Courses and regular attendance to the British Wadokai Standardisation Courses, may grade up to & including the following levels.

1. Level 1: Shodan, may grade up to & including 6th Kyu.
2. Level 2: Nidan, may grade up to & including 3rd Kyu.
3. Level 3: Sandan & above, may grade up to & including 1st Kyu.
4. Level 4: Sandan & above. Please refer to Section 13.

For more information, reference other grade entitlements, please refer to the BWK Rules & Regulations.

1. YŪDAN SHINSA

Yūdan Shinsa.

There are regular British Wadokai Yūdan Shinsa (Black-belt Gradings) available each year, available in various regions. See BWK Date Section for full details.

The British Wadokai Dan 段 Grading.

All Dan grade examinations will be monitored by qualified **British Wadokai** Yūdansa who possess Examiners/Instructors certificates/qualifications required for Panel Judges.

Level 4a may grade up to Shodan, 4b up to Nidan, 4c up to Sandan, etc.

Level 5; is reserved for the BWK President/Chief Instructor.

Before conducting a practical grading it is important that the written examination has been completed.

When the applicant has handed over his BWK Licence ensure to check to see if it up to date.

All applicants for gradings must be conducted equally and marked according to the requirements for the grade level attempting. However, during the *final assessment* always take medical, age, mental & physical aspects into consideration at all times. For example if someone suffers from dyslexia he may find problems with coordination. He may find problems with, or incapable of, reciting the Dojo-kun.



Remember, a fully-able person 'should' know his stuff! If he does not, then mark him accordingly. You may need to refer to the applicant's regular instructor for verification of ability/disability.

Each applicant will be marked as 8.5 for each segment if the standards achieved reflect the grade. For example, in the event an applicant is attempting Shodan, the kihon-waza demonstrated should be that of Shodan standard. If it is better than that expected of Shodan then mark higher, if not, mark average or lower, etc.

A minimum 'pass' would be a total accumulated figure of 82%. However, if the applicant is a junior, and his score is below that of 82%, he may pass as a Shodan-ho (or Nidan-ho) if he has achieved 72%-81.9% in both/either written and practical aspects of the grading.

Example (shown below) of the 10-Section Grade Sheet, which must equate to a minimum of 82% for full Yūdan pass in both the Written and Practical Tests.

NB: As you may notice *Attendance and Loyalty* makes up 20% of the total marking, emphasising the importance of Dedication.

	British Wadokai Karate-do Federation											
Examiner:			Assessment Sheet for 1st to 3rd Dan				Date:					
Ex. Lev:												
Name & Grade attempting	Kihon Waza	Renraku Waza	Sanbon Gumite	Ohyo Gumite	Kihon Gumite	Kata	Gyo	Jiyu Gumite	Club Training Record	Loyalty & Dedication	Practical Result	Written Result

A BWK Yūdan Assessment Panel (YAP) is available to all members. All Yūdan Shinsa:
 (a) Will be charged per student prior to grading. See Charges (Constitution/Application Form).

- (b) Will be charged for Registration (included in grade fee).
- (c) Yūdan Gradings will be conducted privately. Only people involved, or have been previously invited by the BWK President, may attend. BWK Examiners of any level may apply to attend for personal examination training purposes.
- (d) All applicants for Gradings must hold an up to date BWK Licence.
- (e) All applicants for Gradings of Sandan must be registered (and insured) as an Instructor/Assistant Instructor of a regular Dojo prior to application.
- (f) All applicants for Gradings of Yodan, and above, must be registered (and insured) as a Main Instructor of a regular Dojo.
- (g) All Yūdansha will be judged & marked for a pass as: 82% (and above) Practical. 82% (and above) Written.
- (h) All Junior Yūdansha: If the applicant is classified as a junior (10 to 17) he may be awarded a senior level if the senior scores are reached (see subsection (g) above). However if a 'senior' score has not been achieved a 'Junior Yūdansha' (Jido-Dan/Shodan-ho) pass will be accepted if scored for a pass of: 72% (and above) Practical. 72% (and above) Written. **This only applies to 1st & 2nd Dan level (Shodan-ho/Nidan-ho).***

* NB: Junior Yūdansha will **not be** granted grading powers or advancement until reassessment to full Shodan/Nidan has first been achieved.

NB: Yūdansha Applicants: The student's MAIN INSTRUCTOR will issue, *to the eligible member*, a 'Yūdan Shinsa Application Form'.

See Section, further below, for **Grading & Advancement**, for prerequisite requirements, titled: **Official intervals/minimum training requirements/guidelines for Yūdan applicants.**

PRACTICAL DAN	MINIMUM QUALIFICATIONS	EXAM. FEE	REG. FEE
1 DAN	1 Kyū for 9 Months (age 10+)	£75	£75
2 DAN	1 Dan for 18 Months (age 12+)	£75	£75
3 DAN	2 Dan for 3 Years (age 18+)	£75	£75
4 DAN	3 Dan for 4 Years	£75	£75
5 DAN	4 Dan for 5 Years	£75	£75
6 DAN	5 Dan for 3 Years (age 35+)	£75	£75
7 DAN	6 Dan for 5 Years (age 40+)	£75	£75
8 DAN	7 Dan for 7 Years (age 50+)	£75	£75
9 DAN	8 Dan for 8 Years (age 60+)	£75	£75
Transfer to Regular from Junior Through Reassessment			
1 DAN	Age 14+	nil	nil
2 DAN	Age 16+	nil	nil
RECOMMENDED DAN*	MINIMUM QUALIFICATIONS	EXAM. FEE	REG. FEE
1 DAN	Practical Karate for 5 Years	nil	£75
2 DAN	1 Dan for 2 Years	nil	£75
3 DAN	2 Dan for 3 Years	nil	£75
4 DAN	3 Dan for 4 Years	nil	£75
5 DAN	4 Dan for 5 Years, Age 40+	nil	£75
6 DAN	5 Dan for 5 Years, Age 45+	nil	£75
7 DAN	6 Dan for 5 Years, Age 50+	nil	£75
8 DAN	7 Dan for 8 Years, Age 60+	nil	£75
9 Dan	8 Dan for 9 Years		
TITLE	MINIMUM QUALIFICATIONS	EXAM. FEE	REG. FEE
Renshi	4 Dan for 2 Years, Age 35+	nil	nil
Kyoshi	Renshi for 5 Years, 6 Dan, Age 45+	nil	nil
Hanshi	Kyoshi for 10 Years, 8 Dan, Age 55+	nil	nil

*Recommended Dan refers to Grades Awarded through Honorarium.

NB: All BWK members wishing to pursue Yūdan Shinsa must have attended the minimum BWK Standardisation/Advancement Courses (please refer to Yūdan Shinsa Application Form). In respect to 'Dojo Training Sessions' this DOES NOT include 'Dojo Teaching Hours'. However, if in exceptional circumstances such as impractical distance of location/venue, etc., discretion may be made.

BWK Dan Grade application:

- (a) It is the member's own responsibility to send the application at least TWO months prior to the grading date. See Date Section for details.

- (b) All aspects of the application form must be filled correctly and signed, including the correct remittance. Incomplete applications will be returned.
- (c) The applicant must grade on the applied grade date, or forfeit the grading fee.

NB: For applicants up to and including 3rd Dan the BWK will only accept individuals for grading who have been recommended by their MAIN INSTRUCTOR to grade. Applications for Yūdan grades may be rejected without reason. Grading applications from 3rd Dan & above must be from individuals who teach or run their own Club/s.

There are no *gradings* above 3rd Dan within BWK for Members who have trained and graded through the full British Wadokai grade structure. All applications for promotion, up to and including 8th Dan, must be presented through the normal channels (i.e. BWK President). For applicants who have not trained & graded through the BWK process must grade for all Yūdan levels up to and including 7th Dan.

BWK Yūdan Assessment Panel (YAP):

The BWK Black-Belt Grading/Assessment Panel will consist of:

- The BWK President/Chief Instructor.
- Invited BWK Examiners (Level 4).
- Applicant's Ukemi.
- Invited Guests.

Although both grades & titles can be applied for (through normal examination and/or written paper procedures), it must be noted that they can also be awarded by the BWK President through 'time honoured' loyalty, dedicated research and contribution to the BWK. ONLY the BWK President, taking into consideration loyal and dedicated contribution to BWK etc., can 'award' Yūdan grades.

All BWK Yūdan Gradings in the UK are held [at least] twice a year, and are listed in the BWK Date Section.

Recommendations for students who have failed various gradings.

Grade Failure.

It is a general rule that the following recommendations are observed.

Failure of Dan Gradings.

Upon any Dan grade being failed (irrespective of written, practical or both) the student must produce a minimum training record, *FROM FAILURE DATE*, of 52 training sessions AND 6 months before the retake can be honoured by the Yūdan Assessment Panel. However, students will only be required to retake the element/s they have failed on. (If the student has only failed the practical he does not need to retake the written, and/or vice-versa). The part/element re-take facility will only be valid for 24 months from the original failure date, after this time both elements will have to be retaken.

To clarify: In the event of a 'retake', due to a failure, illness or non-attendance, the applicant may reapply for a second attempt after 6-months from the failure date (application must be submitted in the usual way at least one month prior to the actual grading date (see Date Section for details)).

In the event of a failure, all previous training history/accumulation, on and prior to the failure date, would have to be re-accumulated. In the event of 6-months this would still be a minimum of 52 BWK TRAINING SESSIONS = 78 Training Hours PROCEEDING the failure date/day.

All applicants MUST reapply using the official Yūdan Shinsa Application Form, available from your instructor, British Wadokai Administration Department, or British Wadokai Website.

Irrelevant of how many Panel Judges there are in attendance; and of how many of them have passed an applicant: It must be remembered that if **ONE** [official/qualified] Examiner on the panel has failed an applicant the applicant has failed the grade completely.

Injuries.

Applicants for any grade (Dan or Kyū) must be in a personal peak condition to grade. If injured, temporarily or permanent, the applicant must not proceed with grading until the temporary injury has been 'cleared' by a physician. Permanent injuries will require individual assessment prior to training/grading progression.

BWK KYU SHINSA

The British Wadokai Kyū 級 Grading

BWK operates an 'Open Grading Policy', whereby BWK Members/Students may attend and grade at any BWK 'Open Grading' held within a club of British Wadokai. This policy was originally implemented (in 1965 by Tatsuo Suzuki Hanshi) so as members may be able to advance; *even though their own instructor may not possess the adequate qualification to promote higher than his designated level (see BWK Grade Levels).*

Any BWK Member may grade at any of these 'Open Gradings' for their relevant Kyū Grade advancement, as long as the Examiner present has the adequate qualifications to grade the level attempting to be attained, etc. The student's own main instructor (if not in possession of the correct grade qualifications) must be the first 'port-of-call' if a student wishes to participate in one of these 'open gradings'. The instructor may 'advise' a student, but should not disallow him completely from attending the grading; *unless for reasons of readiness, attitude, inadequate training or time-served requirement deficits, etc.*

Remember, this facility is for students whose own instructor is unable to grade those wishing to peruse advancement.

All grades are to be registered within BWK.

- (a) The relevant Grading Examiner must retain all Kyū Grade Sheets; a copy (or list) may also be sent to the BWK Licence Officer when completed.
- (b) All BWK Yūdan gradings will be headed by the BWK President, Gary E Swift Hanshi.

Official intervals/minimum training requirements for Kyū Grades

- Beginner to 9th Kyū = Minimum 6-weeks training duration from original **Licence Issue Registration Date.**
- Kyū grade duration between each rank from 9th Kyū to 1st Kyū = Minimum 3 Months duration with a minimum of 12 Training Sessions at a **Fully Registered BWK Club.**

Kyū Grade Scoring

All Kyū grade examinations will be monitored by qualified **British Wadokai Yūdansha** who possess Examiners/Instructors certificates/qualifications.

1. Level 1; allows the examiner to grade up to 6th Kyū
2. Level 2; up to 3rd Kyū
3. Level 3; up to 1st Kyū
4. Level 4; entitlements are split into segments: Level 4a up to Shodan, 4b up to Nidan, 4c up to Sandan. Level 5; is reserved for the BWK President/Chief Instructor.

Before conducting a Kyū grading:

- ✚ Ensure that the correct grade fee has been paid to the Examiner, Secretary, Treasurer, etc.
- ✚ Upon the applicant handing over his/her **BWK Licence and Club Attendance Record Card**, check to see if it up to date. Ensure that there are sufficient time-lapses and training sessions between grades by also checking the student's **Club Attendance Record Card**.

During assessment always take medical, age, mental & physical aspects into consideration at all times. For example if someone suffers from dyslexia he may find problems with coordination. He may find problems with, or incapable of, reciting the Dojo-kun. Remember, a fully able-bodied person 'should' know his stuff! If he does not, then mark him accordingly. Applicants for any grade (Dan or Kyū) must be in a personal peak condition to grade. If injured, temporarily or permanent, the applicant must not proceed with grading until the temporary injury has been 'cleared' by a physician. Permanent injuries will require individual assessment prior to training/grading progression.

Grade Scores

Grade	3 rd Class Pass	2 nd Class Pass	1 st Class Pass
9 th Kyū	10+	20+	30+
8 th Kyū	12+	25+	30+
7 th Kyū	12+	25+	30+
6 th Kyū	25+	30+	45+
5 th Kyū	25+	40+	60+
4 th Kyū	25+	45+	65+
3 rd Kyū	40+	65+	85+
2 nd Kyū	40+	65+	85+
1 st Kyū	45+	70+	95+

Grade Sheet Marking

Score	Symbol
Faultless; 4	0
Above Average; 3	○ △
Average; 2	△
Below Average; 1	

A student must be prepared 100% to participate in gradings; *or wait until he is fit enough to fight and/or fully perform within his grade*. A grading is a test of the all-round ability of the student, if he cannot fight for his grade then there is deficit in his ability as a Wado-ka. This effects & includes juniors and females who may also refuse to fight for gradings.



Correct Protocols and Formalities for a British Wadokai Kyū-Shinsa

Kyū Gradings are charged at the normal grading fee (for charges please see BWK Constitution; 'Charges'). **Licences** and **Club Record Attendance Cards** must be produced and handed together with grade registration payment to the Secretary/Examiner when asked. Upon the applicant handing over his/her BWK Licence and Club Attendance Record Card, check to see if they are up to date. Ensure that there are sufficient time-lapses and training sessions between grades by checking the student's **Club Attendance Record Card**. There will be one Grade Sheet per grade level, so any additions can be easily added in the event of any late arrivals.

Examinees are individually 'numbered' from the lowest grade upwards, etc.

Formal Bowing On.

1. "Seiretsu." All stand in formal ranks in Kiritsu (Students and Examiner/s line up in correct formal position).
2. Examiner/s, turning clockwise, faces 'Shomen'. Chief Examiner, "Shomen-ni-rei." All perform Standing bow to the front.
3. Examiner/s, turning clockwise, faces Examinees. Chief Examiner, "Shinpandan-ni-rei." Examinees bow to Examiner/s.
4. Chief Examiner takes one step back. "Otaga-ni-re." Chief Examiner, Examiners and Examinees bow to each other.

Procedures.

1. Examinees remain standing whilst Examiner/s sits at Examiners Table.
2. Examinees are informed of their numbers.
3. All Examinees are commanded to kneel before the Examiner/s Desk.
4. Dojo-Kun. **All Examinees**, for ALL Kyū-Shinsa (as well as Yūdan-Shinsa), will be commanded to recite Dojo-Kun, in both Japanese and English from lowest number upwards. NB. There are only two ways the Dojo Kun can be recited - *right or wrong*. If correct = O, if incorrect = X.
5. O-Hon-Musubi. **All Examinees** will be assessed and marked for their belt-tying. 9th & 8th Kyū will 'demonstrate' and be commanded to remove Obi and place in front 'folded' three times; then commanded to retie (whilst this is in process the Examiner will inspect the rest of the graded Examinees for correct O-Hon-Musubi). Examinees that do not require demonstration of O-Hon-Musubi tying will be marked accordingly for their 'presentation'. NB. There are only two ways the belt can be tied - *right or wrong*. If correct = O, if incorrect = X.

The Examination will be conducted in three parts/sections, which reflects the elements found in the Mon procedure.

- a. All Kihon and Renraku Waza will be conducted through all Examinees first, from Examinee 1, in grade sequence. For example; all applicants for 6th Kyū would go through Kihon-waza & Renraku-waza, followed by those attempting 5th Kyū, then 4th Kyū, etc.
- b. Once all Kihon-waza and Renraku-waza have been conducted then the process of the Uke-waza (Tai-sabaki), again from 1 through and upwards.
- c. Then will follow the Kata in the same way.
- d. The Jiyu-Kumite will be finally conducted in the same way, however, omitting those who have declined sparring as an option of choice (age, sex, injury, etc.). For omitted Jiyu-gumite participants a score of 'wrong' must be given = X. It must be remembered, at these stages, to incorporate the Mon applicants through the elements they require along the way.

NB. For Jiyu-Gumite Bogu (hand mitts) MUST be worn (juniors and females may wear shin & instep padding, females may wear chest-protection), gum-shields and groin-guards are 'heavily advised'. There will be no 'additional' padding allowed for seniors, such as head-guards or external body-shields, etc. The Jiyu-Gumite will be 'overseen' and conducted by an Examiner and the Kumite match may last no more than 60 seconds.

Upon completion of the Shinsa, examinees may be commanded to wait (in a separate room, only if necessary) until the final scoring has been made.

1. "Seiretsu" will be called from the Examiner and all are to line-up in correct grade/number order.
2. Faults may be highlighted and advice may be given upon further improvement for regarding or progression requirements.
3. Class Passes/Failures will be announced.
4. Shomeisho Reishiki. The formal awards of the grade/s. Each Examinee will collect, upon being called, their Menkyo (Licence), new Obi (Belt) and Shomeisho (Certificate); these must be offered and collected with both hands and with a respectful bow. When collected the Examinee will take one pace back and bow again before returning to his/her line.
5. Examinees will place on their new belts so as the Bow-Off can be conducted with the new rank.

Formal Bowing Off.

1. "Seiretsu." All stand in formal ranks in Kiritsu (Students and Examiner/s line up in correct formal position).
2. Examiner/s, turning clockwise, faces 'Shomen'. Chief Examiner, "Shomen-ni-rei." All perform Standing bow to the front.
3. Examiner/s, turning clockwise, faces Examinees. Chief Examiner, "Shinpandan-ni-rei." Examinees bow to Examiner/s.
4. Chief Examiner takes one step back. "Otaga-ni-re." Chief Examiner, Examiners and Examinees bow to each other.

Administration.



1. Certificates and Licences to be signed by Examiner/s and handed during Shomeisho Reishiki.
2. Grade Sheet copies may also be sent to the BWK Licencing Officer, by either email attachment (scanned, etc.) or by post.
3. Club Instructors will be advised of the Examiner [if different] assessment and may be handed a copy of the original Grade Sheet for their records.
4. The Examiner may keep the original Grade Sheet for his/her records.

USEFUL COMMANDS/PHRASES FOR EXAMINERS

Commands.

Seiretsu = Line up in formal ranks.

Shugo = Informal assembly.

Seiza = Kneel.

Kiritsu = Stand (*musubi-dachi*).

Yohi = Ready/prepare (*hachi-ji-dachi*).

Hadjime = Go/start.

Yamae = Stop (return to hachi-ji-dachi).

Naorei = Come to kiritsu to 'prepare to bow'.

Rei = Bow.

Tachi-rei = Standing bow.

Hidari = Left

Migi = Right

Hidari-gamae-junzuki = Left straight-punch stance.

Mawatte = Turning hand (turn).

Mawatte-jodan-uke = Turn with head-block.

Mawatte-chudan-soto-uke = Turn with outer-body block.

Mawatte-chudan-uchi-uke = Turn with inner-body block.

Mawatte-gedan-barai = Turn with lower-body sweeping block.

Sonabade-ippon-toru-gyakuzuki = From the same position change-arms with reverse punch.

Hidari-hanmi-gamae = left fighting stance.

Hidari-shizentai = left natural position.

Soroeru = Perform straight-through (command for kata, blocks, etc.).

Shinpandan-ni-rei = Bow to referee.

Otaga-ni-rei = Fighters bow to each other.

Ban = Counting/command; ichi, ni, san, shi, goh = 1, 2, 3, 4, 5.

Stances.

Junzuki-dachi.

Gyakuzuki-dachi.

Junzuki-tsukkomi-dachi.
Gyakuzuki-tsukkomi-dachi.

Postures/positions (these are *not* stances as they are considered positions of 'attitude').

Yohi (ready).

Yamae (stop).

Gamae (posture).

Hanmi-gamae (half-body position, used in fighting position).

Shizentai (natural standing position).

INSTANT FAILURES

You must fail an applicant who; a. Does not take the grading seriously. b. Communicates to his partner, especially during pair-work. c. Talks through the grading. d. Has little or no knowledge of his requirements. e. Insufficient score on Grade Sheet for passing. f. Shows little respect or regard for the proceedings.

INSTRUCTORS & EXAMINERS

All Instructors MUST:

- (a) Hold an up to date BWK Licence.*
- (b) Hold an up to date Instructor's Insurance Cover.*
- (c) Have responsibility of at least one club in order to qualify as 'Instructor Status'.
- (d) Be of at least 18 years of age.
- (e) Hold the rank of at least Shodan.
- (f) Hold a valid 'activity specific' DBS (or equivalent) Certification, which may be obtained through British Wadokai.*
- (g) Hold a current First Aid Certificate.*
- (h) Attend the regular 'BWK Standardisation Courses' and 'Examiners Courses' held regularly throughout the year (geographically permitting).

All Trainee/Assistant Instructors MUST:

- (a) Hold an up to date BWK Licence.*
- (b) Hold up to date Instructor's Insurance cover.*
- (c) Hold a valid 'activity specific' DBS Certification, which must be obtained through British Wadokai.*
- (d) Hold a current First Aid Certificate.*
- (e) Be under the guidance of a fully qualified BWK Club Instructor.
- (f) Be of at least 18 years of age.
- (g) Hold the rank of at least 3rd Kyū.
- (h) Attend the regular 'BWK Standardisation Courses' and 'Examiners Courses' held regularly throughout the year (geographically permitting).

All Junior Assistant Instructors MUST:

- (g) Hold an up to date BWK Licence.*
- (h) Be of at least 3rd Kyu.
- (i) Be of at least 14 years of age.
- (j) Be under the DIRECT guidance of a fully qualified BWK Club Instructor.
- (k) Have passed the BWK Junior Assistant Instructor Qualifications with certification.
- (l) Attend the regular 'BWK Standardisation Courses' and 'Examiners Courses' held regularly throughout the year (geographically permitting).

All Examiners MUST:

- a) Hold an up to date BWK Licence.*
- b) Hold an up to date 'Examiner's Certificate' (Direct/Full Membership) issued by the President.*
- c) Attend the regular 'BWK Standardisation Courses' and 'Examiners Courses' held regularly throughout the year (geographically permitting).
NB: 1-Day Courses are held in BWK-UK. (Courses for Yūdan Assessors are held during BWK Yūdan Gradings and on other occasions throughout the year). Please refer to the Date Section for further details.
- d) Attend any periodical BWK Grading Courses (geographically permitting).
- e) Use a British Wadokai Examiner's Stamp (or signature) to officially authenticate a graded student's Licence.
- f) May require to send in all Examination Grade Sheets, or copies, to the BWK Licence Office for registration (email attachments are accepted). British Wadokai Licence Office: gayswifthanashi@gmail.com

***It is the SOLE RESPONSIBILITY of the relevant Instructor/Assistant Instructor to ensure validity to these requirements.**

NB: 'Instructor' status and 'Examiner' status are separate qualifications/titles and must be achieved independently. Failure to attend the regular BWK Standardisation Courses *may* result in loss of grading powers.

Instructor Levels

6. Junior Assistant Instructor (age 14-17, 3rd Kyū & over).
7. Assistant Instructor (age 18+).
8. Senior Assistant Instructor (age 18+, Insured, CRB, 1st Aid, 1st Kyū & over).
9. Instructor (age 18+, Insured, CRB, 1st Aid, 1st Dan & over).
10. Senior Instructor (age 18+, Insured, CRB, 1st Aid, 3rd Dan & over) - *Instructor of Instructors.*

Examiner Levels

Yūdansa, once qualified through attendance of the British Wadokai Examiner Courses and Standardisation Courses, may grade up to & including the following levels.

5. Level 1: Shodan, may grade up to & including 6th Kyū.
6. Level 2: Nidan, may grade up to & including 3rd Kyū.
7. Level 3: Sandan & above, may grade up to & including 1st Kyū.
8. Level 4: Sandan & above. Please refer to the BWK Rules & Regulations.

GRADINGS & ADVANCEMENT

Open Gradings.

BWK operates an 'Open Grading Policy', whereby BWK Members/Students may attend and grade at any BWK 'Open Grading' held within any club of British Wadokai. This policy was originally implemented so as BWK Members may be able to advance consistently; even though their own instructor may not possess the adequate qualification to promote higher than his designated level (see Section 11 of the British Wadokai Constitution). Any BWK Member may grade at any of these 'Open Gradings' for their relevant Kyū Grade advancement, as long as the Examiner present has the adequate qualifications to grade the level attempting to be attained, etc. The student's own main instructor may 'advise' a student, in regard to his readiness, but would not be permitted to completely disallow him

attending a grading, unless for reasons of attitude/etiquette, inadequate training or time-served requirement deficits, etc. *The student must learn from his/her own experiences.*

Grading Junior Students and Students with Learning Difficulties.

Examiners have an opportunity in offering 'Môn' (Mon) grades to students attempting grades from 7th Kyū & upwards (and 8th & 9th Kyū in extreme case), for individuals who suffer from learning difficulties, *or simply to junior students who have a problem in grasping the whole syllabus.* For example: A student going for 6th Kyū may take their grading in three parts; Kihon & Renraku-waza (1st Môn), Uke-waza (2nd Môn), Kata and Jiyu-gumite (3rd Môn; the last part completed for full 6th Kyū award). The official designation for these levels would, for example a 6th Kyū who has achieved his 2nd Môn, would be *Ni-Môn Goh-Kyū*, etc. To award these Môn levels an examiner will simply place a length of black tape around the end of the student's existing coloured belt, during the Shomeisho Reishiki (award ceremony), as a guide to the student's progress towards his next colour belt. *Obviously upon the passing of the 3rd Môn, which equates to passing the full Kyū grade, the new colour-belt and certificate would be awarded.*

About the implications regarding examining during a Môn system grading.

Each Môn grading will be charged at the 'standardised' £5 at the time of grading/assessment and *must* be conducted by the same examiner all the way through to the final Môn, unless previous arrangements have been made. Each Môn promotion must be accompanied by the student's 'present' belt including a black stripe for Sho-Môn and two black stripes added for Ni-Môn, placed on each side of the obi. Only when all three parts of the Môn have been completed the student may be awarded with his new belt and certificate. The final payment of £5 for the 3rd Môn would then equate to £15, which is the cost of the full British Wadokai Kyū grade. The time interval for the 3rd Môn must equate to NO LESS than the official three month time-lapse between Kyū gradings.

All grades will be registered within BWK.

- (a) The relevant Grading Examiner may retain all Kyū Grade Sheets; a copy *may* be sent to the BWK Licence Officer when completed (email/post).
- (b) Kyū grade 'confirmed' registrations will be made upon the BWK Licence Renewal.
- (c) All BWK Yūdan gradings will be conducted by the BWK President, Gary E Swift (9th Dan) Hanshi.

Official intervals/minimum training requirements for Kyū Grades.

- Beginner to 9th Kyū = Minimum 6 Weeks training duration.
- Kyū grade duration between each rank from 9th Kyū to 1st Kyū = Minimum 3 Months duration with a minimum of 12 Training Sessions at a Fully Registered BWK Club.
- Môn grade duration between each Môn from 9th Kyū to 1st Kyū = Minimum 1 Month duration with a minimum of 6 Training Sessions at a Fully Registered BWK Club.

A BWK Yūdan Assessment Panel (YAP) is available to all Members. All Yūdan Shinsa:

- (i) Will be charged per student prior to grading. See Charges.
- (j) Will be charged for Registration. See Charges.
- (k) Yūdan Gradings will be conducted privately. Only people involved, or have been previously invited by the BWK President, may attend.
- (l) All applicants for Gradings must hold an up to date BWK Licence.

- (m) All applicants for Gradings of Sandan must be registered (and insured) as an Instructor/Assistant Instructor of a regular Dojo.
- (n) All applicants for Gradings of Yodan, and above, must be registered (and insured) as a Main Instructor of a regular Dojo.
- (o) All Senior Yūdansha will be judged & marked for a pass as: 82% (and above) Practical. 82% (and above) Written.
- (p) All Junior Yūdansha. If the applicant is classified as a junior, which is considered to be aged from 10 to 17, he may be awarded a senior level if the senior scores have been achieved (see subsection (g) above). However if a 'senior' score has not been achieved a 'Junior Yūdansha' (Shodan-ho/Jido-Shodan) pass will be accepted if scored for a pass of: 72% (and above) Practical. 72% (and above) Written.*
- (q) All Examiners, intending to be part of the BWK Yūdan Assessment Panel, must wear the appropriate Judges & Examiners attire (blazer, tie, etc.) or traditional Wado Karate-gi.

***NB: Junior Yūdansha will not be granted grading powers or advancement opportunities until reassessment to full Shodan has been achieved.**

NB: Yūdansha Applicants: The student's MAIN INSTRUCTOR will issue, to the eligible member, a 'Yūdan Shinsa Application Form'.

Official intervals/minimum training requirements/guidelines for Yūdan applicants:

- ❑ SHODAN: 52 BWK DOJO TRAINING SESSIONS = 78 Training Hours. From 1st Kyū to 1st Dan. (1st Kyū to 1st Dan = 9 months). Must have attended 1 of each Part 1, 2, 3 and 4 Standardisation Course*. Minimum age 10.
- ❑ NIDAN: 208 BWK DOJO TRAINING SESSIONS = 312 Training Hours. From 1st Dan to 2nd Dan. (1st Dan to 2nd Dan = 18 months). Must have attended 1 of each Part 1, 2, 3 and 4 Standardisation Course*. Minimum age 16.
- ❑ SANDAN: 312 BWK DOJO TRAINING SESSIONS = 468 Training Hours. From 2nd Dan to 3rd Dan. Must have attended 3 of each Part 1, 2, 3 and 4 Standardisation Course*. Minimum age 20. **
- ❑ YODAN: From 3rd Dan to 4th Dan = 4 of each Part 1, 2, 3 and 4 BWK Standardisation Course*. Minimum age 25. **
- ❑ GODAN: From 4th Dan to 5th Dan = 5 of each Part 1, 2, 3 and 4 BWK Standardisation Course*. ***
- ❑ ROKUDAN: From 5th Dan to 6th Dan = 6 of each Part 1, 2, 3 and 4 BWK Standardisation Course*. ***
- ❑ SHICHIDAN: From 6th Dan to 7th Dan = 7 of each Part 1, 2, 3 and 4 BWK Standardisation Course*. ***
- ❑ HACHIDAN: From 7th Dan to 8th Dan = 8 of each Part 1, 2, 3, and 4 BWK Standardisation Course*. ***

The British Wadokai Chief Instructor/Examiner may award grades at any time, depending on individual circumstances, such as dedication and loyalty, etc.

*** Standardisation, Advancement and Technical Courses. In the event that these Courses are considered 'geographically impractical' a Regional Senior Instructor may be delegated to oversee these standards with the implementation of 'Regional Standardisation Courses'. However, they themselves must follow the strict technical requirements of the British Wadokai Technical Committee and must attend ALL the available Standardisation Courses to qualify as 'Regional Senior Instructors'. Advancement Courses will equate to two to one**

(for example, 2 Advancement Courses equates to one Standardisation Course for Yūdan grading purposes).

** The grade of Sandan (or above) is reserved as 'Teaching Rank'. All members who wish to pursue the rank of Sandan and/or above must have (or intend to have) a regular Dojo facility at which to teach from.

*** There are no gradings, at present, above 8th Dan within BWK. All applications for promotion up to and including 8th Dan may be presented through the normal channels (i.e. BWK President or BWK General Secretary).

The grade syllabus of 4th Dan and above was structured for BWK Members who may have not have necessarily trained, and/or graded, through the normal ranks of the full British Wadokai Grade Syllabus of 1st Dan to 3rd Dan. This process was introduced due to members from outside organisations (*not connected with Sensei Tatsuo Suzuki Hanshi*) joining BWK with already established Yūdan ranks from their previous affiliations, etc. There are no official practical gradings for BWK Full Members who have completed/passed all BWK Yūdan grades from 1st to 3rd Dan. However, BWK *may* accept 'special conditions' for Yūdan application of 4th Dan & above from British Wadokai memberships.

NB: It is required that all BWK members wishing to pursue Yūdan Shinsa should have attended the minimum BWK Standardisation/Advancement Courses (please refer to Yūdan Shinsa Application Form). In respect to 'Dojo Training Sessions' this **DOES NOT** include 'Dojo Teaching Hours' (unless as Assistant Instructor) and should not be recorded onto a BWK Club Attendance Card.

BWK Dan Grade application:

- (d) It is the member's own responsibility to send the application at least TWO months prior to the grading date. See Date Section for details.
- (e) All aspects of the application form must be filled correctly and signed, including the correct remittance. Incomplete applications will be returned.
- (f) The applicant must grade on the applied grade date, or forfeit the grading fee.

NB: For applicants up to and including 3rd Dan; the BWK will only accept individuals for grading who have been recommended by their MAIN INSTRUCTOR to grade and who have achieved the minimum required [provable] training session record-history and Standardisation Course attendances. Applications for Yūdan grades may be rejected without reason. Grading applications from 3rd Dan & above must be from individuals who teach or run their own Club/s.

Although both grades & titles can be applied for (through normal examination and/or written paper procedures), it must be noted that they can also be awarded by the BWK President through 'time honoured' dedicated research and contribution to the BWK. ONLY the BWK President, taking into consideration loyal and dedicated-contribution to BWK etc., will 'award' Yūdan grades.

BWK Yūdan Gradings in the UK are available regularly throughout the year, and are listed in the BWK Date Section.

Recommendations for students who have failed various gradings.

Grade Failure.

It is a general rule that the following recommendations are observed.

Failure of Kyū Gradings.

Upon a Kyū grade being failed the student must produce a minimum training session record, *FROM FAILURE DATE*, of 8 training sessions AND 8 weeks before the retake can be honoured by the examiner.

Failure of Dan Gradings.

Upon any Dan grade being failed (irrespective of written, practical or both) the student must produce a minimum training record, *FROM FAILURE DATE*, of 52 training sessions AND 6-months before the retake can be honoured by the Yūdan Assessment Panel. However, students will only be required to retake the element/s they have failed on. (If the student has only failed the practical he does not need to retake the written, and/or vice-versa). However, the part/element re-take facility will only be valid for 24-months from the original failure date; after this time both elements will have to be retaken.

To clarify: In the event of a 'retake', due to a failure, illness or non-attendance, the applicant may reapply for a second attempt after 6-months from the failure date (application must be submitted in the usual way at least one month prior to the actual grading date (see Date Section for details)).

In the event of a failure, all previous training history/accumulation, on and prior to the failure date, would have to be re-accumulated. In the event of 6-months this would still be a minimum of 52 BWK TRAINING SESSIONS = 78 Training Hours PROCEEDING the failure date/day.

All applicants MUST reapply using the official Yūdan Shinsa Application Form, available from your instructor, British Wadokai Administration Department, or British Wadokai Websites.

EXTRA GRADING SERVICES

Private Kyu and Dan Gradings.

Private Kyū Gradings are available for students, who have either missed the official grading date/s or require the opportunity to attempt 'catch-up' gradings, etc., at the BWK-Honbu. Private Kyū gradings will be charged at £35 per student and will include; Hall Hire, Private Examiner, Certificate and Obi. Gradings are available at the BWK-Honbu Dojo Friday nights from 8.30pm. Please contact the Chief Instructor for details and availability. Tel; 01752-493210 or Email; garyswifhanshi@gmail.com

Private Yūdan Gradings can also be arranged at the BWK-Honbu at a charge of £250, which also includes the written and practical elements.

Private gradings will be run simply for the 'grading', and will not include any pre-grading training. Just to reiterate: Private Gradings will be for 'grading assessment only' and will be conducted at the BWK-Honbu by prior arrangement with the Chief Instructor. Applicants are responsible for their own Ukemi.

NB: All private gradings, to be conducted elsewhere, will incur a travelling charge of 40p per mile (round trip), plus any accommodation costs. Applicants will also need to arrange for an 'adequate' venue and have their own Ukemi.