



## **British Gymnastics Governing Body Endorsement Requirements**

### **Section 1: Overview of governing body endorsements for Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting categories of the Points Based System**

This page provides a brief explanation of the endorsement requirements a sport's governing body has agreed UK sponsors of Tier 2 (Sportsperson) and/or Tier 5 (Temporary Worker) - Creative and Sporting categories of the Points Based System must show.

**The Tier 2 (Sportsperson) category** is for elite sportspeople and coaches who are internationally established at the highest level and whose employment will make a significant contribution to the development of their sport at the highest level in the UK, and who will base themselves in the UK.

**The Tier 5 (Temporary Worker) - Creative and Sporting category** is for sportspeople (and their entourage where appropriate) and coaches who are internationally established at the highest level in their sport or will make a significant contribution to the development of their sport in the UK.

**A sport's governing body** is one recognised by one of the home country sports councils (for example Sport England). Every governing body must be approved by the Home Office before they are included in Appendix M of the Immigration Rules.

**The application process explained:** Migrants applying to come to the UK under either of the sporting categories above need to be sponsored by an organisation that has a sponsor licence under Tier 2 (Sportsperson) or Tier 5 (Temporary Worker) - Creative and Sporting.

If you wish to sponsor such migrants, you must have a sponsor licence. Before you apply to the Home Office for a licence you must be endorsed by the governing body for your sport. This endorsement confirms to the Home Office that the application for a licence is from a genuine sports club (or equivalent) that has a legitimate requirement to bring migrants to the UK as sportspeople. Once licensed, you can assign certificates of sponsorship to a sportsperson or coach with a job offer that allows them to apply for leave to enter or remain in the UK. Each individual must also have a personal endorsement from the governing body for their sport before you assign the certificate of sponsorship.

The list of governing bodies and the tiers for which they are currently approved by the Home Office is in [Appendix M](#) of the Immigration Rules.

Approved governing bodies will work within the Home Office [code of practice for sports governing bodies](#) and must comply with any immigration regulations, UK legislation and the principles of the Points Based System as detailed on the [GOV.UK](#) website.



## **British Gymnastics Governing Body Endorsement Requirements**

### **Length of endorsement**

Governing body endorsements should be issued for a period appropriate to the period of approval for sponsorship or the tier under which the migrant's application is being made, that is:

<b>Type</b>	<b>Tier</b>	<b>Length of endorsement</b>
<b>Sponsor</b>	Tier 2 (Sportsperson) and/or Tier 5 (Creative and Sporting)	4 years from date of issue
<b>Migrant</b>	Tier 2 (Sportsperson)	For an initial maximum period of 3 years, with a further extension of a maximum period of 3 years. If the contract is for fewer than 3 years, it will be issued for the length of the contract.
	Tier 5 (Creative and Sporting)	For the length of the contract or up to a maximum of twelve months, whichever is the shorter period.

### **Change of employment**

If a migrant is intending to change employer, their new employer must request a new governing body endorsement. The endorsement can be issued for the length of the contract or to the maximum period permitted within the category, whichever is the shorter. The new employer must assign a new certificate of sponsorship to the migrant to allow them to apply to the Home Office for new leave to remain. Leave to remain must be granted before the migrant can start work with the new employer.

### **Salary**

The salary should be agreed as part of the contract between the migrant and the sponsor. This and the other conditions of employment should be at least equal to those normally given to a resident worker for the type of work undertaken.

### **Supplementary Employment**

Tier 2 & Tier 5 migrants are eligible to undertake Supplementary Employment under the Home Office Supplementary Employment Regulations (please refer to the [Tier 2 & 5 Guidance for Sponsors](#) – Supplementary Employment).



## **British Gymnastics Governing Body Endorsement Requirements**

### **Section 2: Requirements**

This page explains British Gymnastics requirements under the Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting categories. This is effective from 17 October 2020.

### **Consultation**

The following requirements have been agreed by the Home Office following consultation with British Gymnastics in consultation with affiliated associations in Scotland, Northern Ireland and Wales.

### **Review**

The requirements will be reviewed annually, the next review will be in October 2021.

### **Length of season**

Gymnastics typically runs throughout the year, there is no natural start or end to the season.

### **Requirements**

The table below shows the endorsement requirements for sponsors and migrants.

<b>Category</b>	<b>Requirement</b>	
<b>Sponsor</b> Tier 2 (Sportsperson) and or Tier 5 (Temporary Worker) Creative and Sporting	Governing body endorsements will only be accepted from British Gymnastics Registered Clubs or Affiliated Associations. British Gymnastics is not able to support applications from organisations not affiliated to the National Governing Body and therefore not operating under its codes of practice.	
<b>Migrant</b> Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting	<b>Coach</b>	Governing body endorsements for an individual will be issued if they meet the following criteria: <ul style="list-style-type: none"> <li>• holds and provides evidence of a recognised 4-year Sports Degree <b>and/or</b></li> <li>• holds and provides evidence of a Level 3 Coaching qualification (or equivalent), which also includes awareness of Health and Safety, First Aid and Child Welfare issues</li> <li>• is able to provide evidence of coaching experience at international level within the last 3 years or at national level for those wishing to</li> </ul>

**British Gymnastics Governing Body Endorsement Requirements**

		<p>extend their leave in the UK beyond 3 years</p> <ul style="list-style-type: none"> <li>• a relevant Police Check/accepted equivalent of a disclosure and barring (DBS) check (previously CRB check) from their country of origin</li> <li>• once approved, becomes a full member of British Gymnastics.</li> </ul> <p>It is the responsibility of the sponsoring club requesting endorsement on behalf of a coach to provide evidence that they meet the relevant criteria by presenting the following documentation:</p> <ul style="list-style-type: none"> <li>• a copy of full CV or application form <b>and</b></li> <li>• proof of relevant qualifications <b>and</b></li> <li>• supporting statement from the affiliated club wishing to employ the coach <b>and</b></li> <li>• copy of contract of employment <b>and</b></li> <li>• employment references <b>and</b></li> <li>• proof of accepted equivalent of a DBS check (previously CRB check)</li> </ul> <p><b>Suspensions</b> In order to obtain the governing body endorsement, the individual must not be subject to a provisional suspension or any unexpired period of ineligibility from coaching activities in any jurisdiction as a result of being charged with or found guilty of a corruption offence and/or a doping offence and/or another misconduct offence.</p>
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To cover the cost of processing an application, including verification of qualifications and evaluation of international coaching experience, there will be a charge of £100 + VAT per endorsement application, payable by the club at time of application.



## **British Gymnastics Governing Body Endorsement Requirements**

### **Section 3: Dispute handling procedures**

Where an application for a coach covered by the requirements for a governing body endorsement as set out for Tier 2 (Sportsperson) & Tier 5 (Temporary Worker- Creative and Sporting) has been refused on the grounds that the coach fails to meet the published requirements, the sponsor (club) may seek a review of the application. The sponsor will have 28 days to request such a review. In these cases, British Gymnastics will refer the sponsor's evidence to an independent panel as set out below.

Where possible the sponsor's supporting evidence will be sent to the panel in advance for their consideration in order to allow an informed decision.

Sponsors should note that, in respect of any application, there will only be one panel available and the decision of the panel is final. Sponsors should therefore ensure that all evidence it wishes to present in support of its application is presented to the panel. If the sponsor has previously made an application that was unsuccessful at panel a further panel cannot be requested for the same worker unless their status changes and they meet the requirements whereby a new application can be submitted.

#### **a. The Review**

The request for a review may only be made by the sponsor (club) for whom the governing body endorsement has been initially rejected by British Gymnastics.

A review shall be commenced by the appellant lodging with British Gymnastics, a notice of appeal within 28 days of the decision appealed against. The notice of appeal shall:

- i. set out details of the decision appealed against and, if the whole of the decision is not appealed against, identify that part of it which is appealed against;
- ii. set out in full the grounds of appeal and an appellant shall not be entitled to rely in any ground of appeal not set out in the notice of appeal; and
- iii. be accompanied by a deposit of £300 which is to cover the cost of preparing a panel and reviewing an appeal which is payable by the club at the time of appeal.
- iv. The panel shall have discretion as to whether the deposit is returned.

The procedure for appeal will be as detailed below.

#### **b. The Panel**

The appeal will be referred to an internal Dispute Resolution Panel, consisting of three members of staff appointed by the Head of HR. Once the appeal has been reviewed and determined the decision will be notified in writing.



## **British Gymnastics Governing Body Endorsement Requirements**

### **c. Power of the Panel**

An endorsement request may be refused if the Coach does not meet the relevant criteria set out in this document or fails to provide the mandatory documents. British Gymnastics will notify the Sponsor (club) in writing of any endorsement request, for a coach, which is refused setting out the reasons for refusal.

### **d. The Decision**

British Gymnastics shall consider the appeal and any evidence submitted in support and shall, within 28 days of the receipt of the appeal, notify the Sponsor (club) of its decision. The panel will make a decision using the above criteria which shall be final and binding. There are no other grounds for appeal.

### **Section 4: Process for applying for an endorsement**

Please contact British Gymnastics HR Department via email to apply for a governing body endorsement under the Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting:

Email: [endorsements@british-gymnastics.org](mailto:endorsements@british-gymnastics.org)

### **Further information**

This information is available on the British Gymnastics website at [www.british-gymnastics.org](http://www.british-gymnastics.org).

For any queries relating to the requirements or the endorsement process please contact:

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Head of HR  
British Gymnastics  
Ford Hall  
Lilleshall National Sports Centre  
Nr Newport  
Shropshire  
TF10 9NB

Telephone: 0845 1297 129

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Email: [sarah.ashleyruff@british-gymnastics.org](mailto:sarah.ashleyruff@british-gymnastics.org)

Information on visas and immigration is available on the [GOV.UK](http://GOV.UK) website.