

British Canoeing governing body immigration endorsement requirements

Introduction

The Home Office recognises British Canoeing as the governing body in the UK for setting the endorsement requirements and issuing endorsements for athletes and coaches in Paddle Sports in the UK.

There are two categories in which sports people and coaches can enter the UK and work in a professional capacity for a governing body. The two categories are known as the T2 (Sportsperson) and T5 Temporary Worker (Creative and Sporting).

This policy sets out the requirements and process that migrants must fulfil to get a governing body endorsement to sponsor an individual player or coach.

Section 1: overview of governing body endorsements for T2 (Sportsperson) and T5 (Temporary Worker) Creative and Sporting categories of the points-based system

This section provides a brief explanation of the endorsement requirements a sport governing body has agreed UK sponsors of T2 (Sportsperson) and/or T5 (Temporary Worker) Creative and Sporting categories of the points-based system must show.

Definitions:

The T2 (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 T5 (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, and/or will make a significant contribution to the development of their sport in the UK.

Sport 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.

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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 T2 (Sportsperson) or T5 (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.

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:

Type of application	Tier	Length of endorsement
Sponsor	T2 (Sportsperson) and/or T5 (Temporary Worker) Creative and Sporting	4 years from date of issue
Migrant	T2 (Sportsperson)	For an initial maximum period of 3 years, with a further extension of a maximum period of 3 years. If the

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		contract is for fewer than 3 years, it will be issued for the length of the contract.
Migrant	T5 (Temporary Worker) Creative and Sporting	For the length of the contract or up to a maximum of 12 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

Migrants are eligible to undertake supplementary employment under the Home Office Supplementary Employment Regulations. The 'Supplementary employment' section of the [Tiers 2 and 5: guidance for sponsors](#) has more information on this.

Section 2: requirements

This page explains British Canoeing's requirements under the T2 (Sportsperson) and T5 (Temporary Worker) Creative and Sporting categories which are effective from 1 July 2021. These requirements are applicable to England, Scotland, Wales and Northern Ireland.

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Consultation

The following requirements have been agreed by the Home Office following consultation with British Canoeing.

Review

The requirements will be reviewed annually. The next review will be in July 2022.

Length of season

The competition seasons runs from April to September, the canoeing season is all year round.

Requirements

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

Category	Requirement	
Sponsor T2 (Sportsperson) and/or T5 (Temporary Worker) Creative and Sporting	Requests for endorsements will only be issued to British Canoeing, Scottish Canoe Association, Canoe Wales, Canoe Association of Northern Ireland or clubs and activity centres affiliated to one of these bodies.	
Migrant T2 (Sportsperson) and/or T5 (Temporary Worker) Creative and Sporting	Coach	Coaches should have a minimum of 3 years technical coaching experience at World Level (World Championship or Olympic Games) and provide evidence of delivering finalists at World Level (Senior). Unless the individual is under the T5 (Temporary Worker) - Creative and Sporting category, they must meet the English language requirement of the Immigration Rules.

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Category	Requirement
	<p>Individuals will hold National Coaching qualifications at Level 3 or above and will need to undertake health and safety and first aid qualifications and have an awareness of child welfare and child protection issues.</p> <p>British Canoeing will not endorse applications for individuals where it is considered the application is an attempt to circumvent the requirements for Coaches. Decisions will be made by a British Canoeing sub-committee (Head of HR and Performance Director) who will consider written applications from the organisation concerned which must include full and complete job descriptions. Should permission be granted, British Canoeing will monitor the individual's activities against the job description which has been submitted.</p> <p>The sub-committee will give written reasons for their decision. The sub-committee's decision will be subject to dispute resolution as set out below.</p>

Further information

This information is available on the British Canoeing website www.britishcanoeing.org.uk

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

Head of Human Resources

British Canoeing

National Water Sports Centre



British Canoeing governing body immigration endorsement requirements

Adbolton Lane

Holme Pierrepont

Nottingham NG12 2LU

Telephone: 0845 370 9500

Email: info@britishcanoeing.org.uk

Information on visas and immigration is available on the [GOV.UK](https://www.gov.uk) website.

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 may seek a review of the application. The sponsor will have 28 days to request a review. In these cases, British Canoeing 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 review panel available and the decision of the Review Panel is final (subject to final appeal). Sponsors should therefore ensure 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 Coach during the season unless their status changes and they meet the requirements whereby a new application can be submitted.

If the initial review is refused, the Coach may request a final appeal as set out at point **d**.

a. The Review

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

A review shall be commenced by the sponsor submitting a notice of appeal within 28 days of the initial decision to the British Canoeing Head of Governance. The notice of appeal shall:

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- 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 £50. The panel shall have discretion as to whether the deposit is returned.

The procedure for appeal will be in accordance with the Disciplinary, Dispute and Appeal Regulations and the Review Panel shall be comprised as detailed below.

b. The Review Panel

The Review Panel will be appointed by the Head of Governance. The appointed Review Panel shall consist of: one representative of British Canoeing (who has not been involved in the initial decision) and two representatives of the British Canoeing Disciplinary Panel Register, one of whom will act as Chair.

c. Refusal at Review

An endorsement request at review 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 Canoeing will notify the sponsor and the Coach in writing of any endorsement request which is refused at review stage, setting out the reasons for refusal.

d. Final Appeal

The Coach shall have 7 days from the date of the written refusal at review stage to submit a final appeal in writing to British Canoeing.

PLEASE NOTE: The Coach may only submit a Final Appeal on the basis that British Canoeing have not applied the endorsement criteria correctly.

British Canoeing shall consider the final appeal and any evidence submitted in support and shall, within 7 working days of the receipt of the final appeal, notify the Coach of its decision.

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e. The Decision

British Canoeing will make a decision using the above criteria which shall be final and binding. There are no other grounds of appeal.

Data Protection

British Canoeing is a privacy conscious organisation and is strongly committed to an individual's right to privacy. All data gathered during the course of any application will be processed and stored in compliance with the British Canoeing Data Protection Policy and in accordance with all applicable Data Protection laws in effect at the time of publication of this document, including but not limited to, the Data Protection Act 2018 and UK GDPR.

Further information on British Canoeing's approach to privacy and data protection, including our privacy notices, policies and contact details, can be located in our Privacy Centre (<https://www.britishcanoeing.org.uk/about/privacy-centre>). Should an individual wish any data we hold relating to them to be deleted at any point, they should contact us at GDPR@britishcanoeing.org.uk.

Section 3: process for applying for an endorsement

British Canoeing is not registered to give advice on immigration. For further information on the points-based system, please see the UK Visas and Immigration pages on the GOV.UK website at www.gov.uk/browse/visas-immigration .

In view of the small anticipated number of endorsement requests we have not developed application forms but will consider written applications on a case by case basis.