

This guidance is to be used for all Tier 2 and Tier 5 governing body endorsement requests made on or after the 14 November 2018.

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 what endorsement requirements a sports governing body has agreed for 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, and 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 such as 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.

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	Tier 2 (Sportsperson) and/or Tier 5 (Creative and Sporting)	4 years from date of issue
Migrant	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

Migrants are eligible to undertake supplementary employment under the Home Office supplementary employment regulations. The [Tiers 2 & 5: guidance for sponsors](#) has more information on this.

Section 2: requirements

This page explains British Triathlon requirements under the Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting categories and are effective from 14 November 2018.

These requirements are applicable to England, Scotland and Wales.

Consultation

The following requirements have been agreed by the Home Office following consultation between British Triathlon in consultation with Triathlon England, Welsh Triathlon and Triathlon Scotland.

Review

The requirements will be reviewed biennially. The next review will be in August 2020.

Length of season

The season for triathlon typically runs from May to October. But due to the global nature of the international sport, competitions are spread throughout the year. So there is no natural start or end to the triathlon season and often several series fall outside of this timeframe, such as aquathlon and duathlon.

Requirements

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

Category	Requirement	
Sponsor Tier 2 (Sportsperson) and/or Tier 5 (Temporary Worker) Creative and Sporting	Governing body endorsements will only be accepted from: <ul style="list-style-type: none"> • British Triathlon • Triathlon England • Welsh Triathlon • Triathlon Scotland 	
Migrant	Head Coach	The objective of the British Triathlon Performance Programme is to win

Category	Requirement	
Tier 2 (Sportsperson)		<p>Olympic medals. This means that every aspect of the athletes' preparation and coaching must be the best in the world. Responsibility for developing, leading and maintaining the coaching network lies with the Head Coach. The Head Coach must be a world authority on all aspects of coaching, training and racing with long experience of international elite success. The Head Coach must be an excellent and charismatic communicator capable of inspiring the world's best coaches and athletes to perform to their maximum potential.</p> <p>Requirements for Head Coaches</p> <p>Minimum of 5 years experience of elite coaching at World Level with proven ability to coach and mentor senior athletes to the highest level. They should provide evidence of delivering at least one finalist at World Senior Level.</p> <p>Applicant will hold national and/or international coaching qualifications to Level 3 or the equivalent in triathlon or other closely related sport.</p> <p>Applicants should show evidence of leading squads at least three major sporting events such as Olympics or other international teams and/or training camps of International level athletes.</p>

Category	Requirement	
Tier 5 (Temporary Worker) Creative and Sporting	Assistant Coaches/Performance Development Coaches	<p>An assistant coach/performance development coach is required to have gained a UKCC Level 3 certificate in coaching or its equivalent in triathlon or other closely related sport.</p> <p>Applicant must have 2 years coaching experience of high level domestic athletes and/or athletes of international potential.</p> <p>Athletes will be of a level to have competed in their countries National Championships or be on a National Governing Body Development or Podium Programme.</p> <p>Advertising</p> <p>The sponsor will need to show that the job has been advertised in a suitable UK medium (such as the British Triathlon and UK Sport websites) to confirm there are no suitable resident workers for the role.</p>

Further information

This information is available on the British Triathlon website www.britishtriathlon.org.

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

Human Resources

British Triathlon

PO Box 25

Loughborough LE11 3WX

Telephone: 01509 226157

Email: Hr@britishtriathlon.org

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

Dispute handling procedures

British Triathlon Federation will consider any complaint regarding its decisions in relation to the issue, non-issue, or dispute of applications for endorsement providing they are made in writing to the HR Manager (Hr@britishtriathlon.org) within 7 days of the notification of the decision.

The correspondence should clearly detail the nature and grounds of the appeal and should include, where appropriate, other relevant documentation.

The complaint will be referred to an internal Dispute Resolution Panel, consisting of a British Triathlon Federation Board Member and two members of staff appointed by the HR Manager. Once the appeal has been reviewed and determined the decision will be notified in writing.

If a Club remains dissatisfied with the outcome, it may if it wishes refer the details to the Sport Dispute Resolution Panel within 7 days of the notification of the internal Dispute Resolution Panel's decision for a final decision.

To cover the cost of preparing a panel and reviewing an appeal there will be an initial charge of £300 + VAT, payable by the club at time of appeal. Where the appeal is referred to the Sport Dispute Resolution Panel (SDRP) the club will be charged all costs levied by the SDRP and all further costs incurred by British Triathlon Federation.