

Templegate



Dojo

WELCOME PACK

Welcome to the Temple Gate Dojo

We have created an introductory pack to help you get started. In it you should find...

- Equal Opportunities and Health & Safety policies
- Fire Evacuation Procedure
- General Safety Rules
- First Aid information
- A list of Japanese terms used in Aikido
- A definition of Aikido bases, "*The Foundations of Aikido*"
- Dojo Etiquette
- Session details for classes at the Temple Gate Dojo
- Details of our educational programmes, including "Key Skills Development Through Aikido"

The Temple Gate Dojo is part of the National Aikido Federation (NAF). Before you start practising, you need to complete a membership form and hand it to your instructor. **NAF Membership provides you with insurance (all for just £20 per year). You cannot train without it.**

Please make sure your instructor is aware of any pre-existing injury or medical condition before you start practising. Don't just write it on the membership form, talk to your instructor and explain the implications.

Aikido classes begin with traditional breathing exercises and a physical warm-up, which loosens the body and gets you in the right frame of mind. This is followed by exercises and techniques that, while useful in their own right, are designed to promote the development of Aikido bases (posture, position, breathing etc). Classes conclude with a warm-down.

The class schedule at the Temple Gate Dojo is based around the grading system. Each class is focused on the technical syllabus of a particular grade so that there is a class suitable for everyone, from first night beginners to dan grades (black-belts).

Regular grading sessions are held at the Temple Gate Dojo and have become significant events in the calendar. Whether you take part in the gradings is entirely up to you, they are not compulsory. However, many members choose to attend gradings even if they are not taking part, if only to support the efforts of their friends. Weekend courses are another integral part of life at the Temple Gate Dojo, with guest instructors coming from across the UK and Europe.

The Temple Gate Dojo is also working to provide members with the opportunity to undertake a number of educational programmes as part of their Aikido training. Details of the course are available at the back of this pack.

We hope you find this introductory pack useful. If there is anything else you need to know then please ask, we will be glad to help.

Enjoy your practice and thank you for coming

Michael P. Narey

President of the National Aikido Federation

TEMPLE GATE DOJO: STATEMENTS OF POLICY

EQUAL OPPORTUNITIES

TEMPLE GATE AIKIDO CLUB is committed to the equality of opportunity for all teachers and students.

Our policy is to ensure that everyone is treated equally regardless of race, religion, ethnic or national origin, sex, sexual orientation, disability, family circumstances, marital status, age or any other reason whatsoever.

All members are responsible for ensuring that this policy is adhered to.

Teachers will be expected to take a positive lead in ensuring this policy is maintained and visiting students will be expected to follow this lead.

HEALTH & SAFETY POLICY

Health & Safety Representative: - Michael Narey

TEMPLE GATE AIKIDO CLUB is committed to ensuring the health and safety of all practitioners is maintained at all times within the confines of its Dojos.

It is committed to providing a platform for the safe practice of Aikido with consideration for the safety of students being given top priority at all times.

Qualified instructors will give all tuition.

Instructors should constantly assess premises to identify any risks or hazards.

Instructors must make all new students aware of exits and fire regulations.

Qualified First Aiders should be present whenever possible.

Instructors and students must take precautions to avoid potential dangers by:-

- a) Ensuring changing facilities, showers & tatami are clean and tidy and free of foreign or dangerous objects.
- b) Encouraging cleanliness and hygienic behaviour at all times.
- c) Being aware of partner's potentials; exercise common sense and always maintain your own and partner's safety, particularly in a crowded dojo.

Instructors must always exercise control to prevent harm coming to students.

Instructors retain the right to stop the class or refuse admission to anyone who fails to consider the health and safety of themselves or their partners.

EMERGENCY PROCEDURES

In case of fire or any other emergency that necessitates the evacuation of the building, the alarm will sound. Leave via the closest Emergency Exit (Exit signs will be lit) and assemble at the muster point (car park slot number 8, in front of Herbert House).

Exits

Main entrance: proceed via the main staircase to car parking slot number 8 at the front of the building.

Exit at the bottom of dojo stair 1 (stair from the main dojo to the ground floor): Proceed via the fire signs to the path around the outside of the building, following it to slot number 8 in the parking area facing the front of the building.

If You Discover a Fire

Sound the alarm; call points are situated in various locations throughout the building.

Take such immediate steps as are possible to subdue the flames without putting yourself at risk. Extinguishers are located at the stair entrances on the first floor. Do not stay to fight an established fire; **use a maximum of one extinguisher and then leave the building.** Stay calm, use common sense and summon help.

FIRST AID

**The first aid kit is kept in the main dojo against the wall
next to the Gentlemens Changing Rooms**

The first aiders are: -

Michael Narey
Richard Elliott
Rob Goris
Chris Martin

Daren Sims
Michael Small
Rob Butler
Andy Riddell

AJ Newman
Paul Owen
Melissa McNulty

***It is important that all accidents in the dojo, even minor ones, be recorded
in the Accident Book, which is kept in the office.***

WELFARE FACILITIES

The ladies' toilet is located off the 1st floor landing of corridor 1, dojo number 2.

The gents' toilet is located off the 1st floor landing via the main dojo.

There are tea and coffee making facilities in the kitchens on the first floor.

Beginning Aikido

Aikido is a modern Japanese Budo (martial way). It differs from other martial arts (such as Karate-Do) because its goals are different. Rather than practising to achieve fighting prowess, Aikidoka develop a strong body and a mind that is calm, free from contentious thoughts; whose natural reaction is defence rather than offence, protection rather than counter-destruction. Aikido has the power to destroy an opponent (totally) but its teaching is that of neutralisation. However it retains the choice; this is up to the individual, their mental development and the situation in which they find themselves.

Aikido is suitable for everyone, large or small, young or old, male or female, because it relies on timing, movement and the mechanics of the body, rather than weight and physical strength to achieve its effectiveness.

After your first lesson, you will probably be embarrassed by the clumsiness of your own movements and confused by what seems to be a complicated martial art. With a little practice, these insecurities will soon be dispelled. The secret to learning Aikido is not to be mesmerised by its movements or to seek to understand the variation of technique but to look for, and understand, its common elements. Aikido is in fact a series of simple, natural moves, the combination of which can be extended into countless variations and limitless potential.

Do not expect to be able use Aikido to defend yourself after one or two lessons; this requires many months of practice. Instead of self-defence think of Aikido as a way of mental and physical development.

Whatever the reason behind your practice: self-defence, keep-fit, to get away from the TV or just to keep a friend company, one thing that you can be sure of is that it will change as you increase your knowledge and skill.

***The National Aikido Federation
respects the past, questions the present
and creates for the future.***

Michael P. Narey

President of the National Aikido Federation

The Joy of Practice

From the beginning, Aikido preferred not to restrict students with too many rules and regulations. They were unnecessary, it was felt, because students came to the dojo on their own initiative and most were seeking some goal through Aikido training. They could be expected to observe the proper mode of behaviour.

This basic attitude upheld the principle of never refusing entrance to anyone who wanted to come and never chasing after those who departed. Those who came out of choice would naturally want to observe dojo etiquette. Those who left would have no need for its rules and regulations.

The Founder, Morihei Ueshiba, did not accept just anyone; he interviewed each one personally and was very selective. His original students were mature and experienced men of common sense who were already acknowledged leaders in their fields. Being people with a strong sense of responsibility and decorum, there seemed no reason to subject them to codes of behaviour in the dojo.

However, as the number of Aikidoka continued to increase, so the demand for dojo regulations grew. A demand expressed by the students themselves. In 1935, the senior students asked the Founder to set down rules, he quickly wrote down six guidelines that have become known as the "*Reminders of Aikido Practice*". The language is archaic but their meaning remains clear.

- 1. Aikido decides life and death in a single strike, so students must carefully follow the instructor's teaching and not compete to see who is strongest.*
- 2. Aikido is the way that teaches how one can deal with several enemies. Students must train themselves to be alert not just to the front but to all sides and the back.*
- 3. Training should always be conducted in a pleasant and joyful atmosphere.*
- 4. The instructor teaches only one small aspect of the art. Its versatile applications must be discovered by each student through incessant practice and training.*
- 5. In daily practice, first begin by moving your body and then progress to practice that is more intensive. Never force anything unnaturally or unreasonably. If this rule is followed, then even elderly people will not hurt themselves and they can train in a pleasant and joyful atmosphere.*
- 6. The purpose of Aikido is to train the mind and body and to produce sincere, earnest people. Since all the techniques are to be transmitted person to person, do not randomly reveal them to others, for this might lead to their being misused by hoodlums.*

Japanese Glossary

Important Names and Terms

Term	Brief Translation
Aikido	Japanese martial art founded by Morihei Ueshiba
Ai	Harmony, love, to love, to meet, to unify
Ki	Inner Spirit, The Universe, energy
Do	The way, path
Aikidoka	One who practises aikido
Morihei Ueshiba	The founder of aikido
O Sensei	"The great teacher", referring to Morihei Ueshiba.
Sensei	Teacher
Sempai	A senior student
Kohai	A junior student
Onegaishimasu	Please teach me
Doomo arigatoo gozaimashita	Thank you very much

About the Dojo

Term	Brief Translation
Dojo	Training hall
Kamiza	Upper seat, the central focus of the dojo, defining the front of the dojo's training area
Kamidana	The Shinto shrine arranged by the Kamiza
Shomen	The front of the dojo
Tatami	Matting - providing a safe area for training

Clothing

Term	Brief Translation
Dogi	Training uniform
Keikogi	Training uniform
Hakama	Divided skirt worn by aikidoka
Obi	Belt

Attacks

Term	Brief Translation
Tori	One who is doing the technique
Uke	One who is being thrown
Hanmi	Stance
Ai hanmi	Mutual (same) stance
Gyaku hanmi	Opposite (mirror image) stance
Kata dori	Shoulder hold
Kata dori menuchi	One hand grasps the shoulder the other strikes shomen
Katate dori	One hand taking one wrist
Katate ryote dori (Morote dori)	Two hands take hold of one wrist
Ryote dori	Two hands take two wrists
Eri dori	Holding the collar from behind
Hiji dori	Grasp the elbow
Kubi shime	Neck choke
Ushiro	Behind.

Ushiro ryote dori	Two hands grasped from behind
Ushiro ryo hiji dori	Both elbows grasped from behind
Ushiro ryo kata dori	Both shoulders grasped from behind
Ushiro katate eri dori	One hand grasp the wrist the other the grasps the collar from behind
Ushiro katate dori kubi shime	One hand on wrist the other around the neck to strangle from behind
Muna dori	Grasp the lapel / chest / front of gi
Muna dori menuchi	One hand grasps the lapel, the other strikes shomen
Te-gatana	Sword-hand
Shomen uchi	A swinging strike to the front of the head
Yokomen uchi	A swinging strike to the side of the head
Tsuki	Thrust, punch
Jodan	High Level: Jodan tsuki - Punch to the face or head
Chudan	Middle level: Chudan tsuki - Stomach Punch
Gedan	Low level: Gedan tsuki - Punch to the groin
Gaeshi	Reverse movement / rotation
Maegeri	Front Kick

Techniques

Term	Brief Translation
Waza	Technique
Omote	Tori in front of uke
Ura	Tori behind the uke
Ju tai	Fluid body
Ko tai	Solid body
Hanmi handachi	Tori is seated and uke is standing
Suwari waza	Seated techniques
Tachi waza	Standing techniques
Ikkyo	The first teaching (One joint control)
Nikyo	The second teaching (two joint control)
Sankyo	The third teaching (three joint control)
Yonkyo	The fourth teaching (Inner forearm nerve pinch)
Gokyo	The fifth teaching (Variation of Ikkyo - against knife attack)
Rokkyo	The sixth teaching
Shihonage	Four directional throw
Kaiten nage	Spin / Turn throw
Soto kaiten nage	Outer spin throw
Uchi kaiten nage	Inside spin throw
Kote gaeshi	Wrist turning / rotation.
Tenchinage	Heaven and earth throw
Sumi otoshi	Corner drop
Irimi nage	Entering throw (Iri - Enter / Mi - body)
Ude kime nage	Arm breaking throw
Hiji kime osae	Elbow breaking Control
Kokyu tanden ho	Seated exercise from a two handed grab
Kokyu dosa	Seated exercise from a two handed grab
Kokyu nage	Breath throw
Juji nage	The figure "ten" throw
Juji garame	Cross shaped entanglement
Koshi nage	Hip throw
Aiki otoshi	A "reverse" koshinage, uke goes backwards over nage's hips
Jiyuwaza	Free-style techniques
Henka waza	Technique that changes in mid-execution
Randori	Free-style multiple person attack

Kaeshiwaza
Ki no Nagare
Kihon
Atemi
Ukemi

Reversal technique
Flowing techniques
Basics
Striking the body
The art of attacking and falling

Basic Movement

Term	Brief Translation
Ayume ashi	Normal walk
Tsugi ashi	Sliding / shuffling movement
Irimi ashi	Entering step - like walking
Suri achi	Succeeding step, shuffle
Irimi	Entering movement
Tenkan	Turning movement
Tai Sabaki	Body movement
Happo giri	Eight directional cut / pivoting turn

Weapons

Term	Brief Translation
Aiki ken	Aikido with a ken
Aiki jo	Aikido with a jo
Bokken	A wooden sword
Bokuto	A wooden sword
Jo	Wooden staff
Katana	A sword
Shinai	Bamboo sword
Tanto	A knife
Jo dori	Techniques for disarming an opponent with a spear
Kumijo	Paired jo exercises
Kumitachi	Paired bokken exercises
Tachi dori	Techniques for disarming an opponent with a sword
Tanto dori	Techniques for disarming an opponent with a knife
Suburi	Simple techniques / Solo practice with the jo or bokken
Awase	Matching / blending exercise

Counting

Term	Brief Translation	Term	Brief Translation
Ichi	One	Ni jyu ichi	Twenty one
Ni	Two	San jyu	Thirty
San	Three	Yon jyu	Forty
Yon	Four	Go jyu	Fifty
Shi	Four	...and so on up to...	
Go	Five	Hyaku	One Hundred
Roku	Six	Hyaku ichi	One hundred and one
Nana	Seven	Hyaku nana jyu kyu	One hundred and seventy nine
Shichi	Seven	Ni Hyaku roku jyu	Two hundred and sixty
Hachi	Eight	Ni Hyaku	Two Hundred
Kyu	Nine	Sen	One Thousand
Jyu	Ten	...and so on up to...	
Jyu ichi	Eleven		
Jyu ni	Twelve		
...and so on up to...		...and so on up to...	
Ni jyu	Twenty		

Miscellaneous Terms

Term	Brief Translation
Hajime	Begin
Yame	Stop
Seiza	Formal sitting posture.
Hidari	Left (i.e hidari hamni - Aikido stance, leading with the left leg)
Migi	Right
Ame no tori fune	Heavenly boat / rowing exercise
Haishin undo	Back stretching exercise
Happo undo	Eight directional exercise
Hara	Centre of energy
Kamae	Posture
Kata	Form
Ki	Life energy
Ki ai	Focused energy in the form of a yell
Ki tai	Spirit body - the ultimate level of practice
Kokyu	Breath
Kuzushi	Balance breaking
Ma ai	The spacing between nage and uke
Rei	Usually an indication to bow to your partner
Seika Tendan	Lower abdomen - the centre of the body
Shikaku	The "dead" corner. The vulnerable angle
Shodan	First dan black belt
Shikkou	Knee walking
Sode	Sleeve
Sutemi	A sacrifice throw (Not a breakfall!).
Uchideshi	A live-in student
Yari	Two-pointed spear
Zanshin	Awareness

The Foundations of Aikido

Basic Techniques

- Ikkyo** - First Teaching (controls one joint)
- Nikkyo** - Second Teaching (two joint control)
- Sankkyo** - Third Teaching (controls three joints)
- Yonkyo** - Fourth Teaching (controls four joints)
- Irimi nage** - Entering throw
- Shiho nage** - Four directional throw
- Kotagaeshi** - Wrist turn
- Kaiten nage** - Spin Throw
- Tenchi nage** - Heaven and Earth Throw

Elements

- Shisei** - Position / posture
- Kokyu** - Breathing
- Kamae** - Stance
- Ma Ai** - Distance
- Irimi** - Entering movement
- Tenkan** - Turning movement
- Tai Sabaki** - Body movement
- Omote** - In front
- Ura** - Behind

The base techniques are there to teach the foundation elements of Aikido. Once the foundation is established, all the techniques and their variations can be mastered.

Shisei

Shisei translates as "posture". Shisei is good form or deportment that manifests within and is apparent on the exterior body.

Kokyu

Kokyu means breath. It does not merely describe the mechanical breathing of the lungs. Kokyu is to breathe the living energy of the universe.

Kamae

Kamae is standing posture. The Kamae adopted in Aikido is hamni (a profile guard in which the feet form a T-shape). Ideal Kamae is stable yet still supple, which procures an advantageous position against an adversary.

Ma ai

Ma ai is the spatial relationship between oneself and an adversary. Ma ai is the notion of distance, timing and movement. The proper distance is both easy to attack and defend from.

Irimi

Irimi means to enter adversary's space or sphere. O' Sensei drew the concept of irimi from his understanding of the arts of sword and spear. Irimi is used to describe the act of reaching victoriously to the interior of a guard of an opponent armed with a weapon longer than one's own.

Tenkan

Tenkan is a circular, turning movement. Tenkan is used with the meaning of changing direction, line of movement or the condition of the spirit. All changes of position and place are tenkan.

Tai Sabaki

Tai sabaki is movement or adjustment of the body. When attacked, tai sabaki is used to place oneself in a position of advantage, which protects and provide the opportunity to control the attack or attacker.

Ura / Omote

Ura represents the reverse, back, hidden side of things. Omote represents the front, surface, exterior, apparent side of things. Techniques executed in front of an adversary are called omote and those executed from behind are called ura.

DOJO ETIQUETTE

1. Entering the Dojo

Have your keikogi on and obi tied properly. When just inside the door, perform a bow towards the photograph of O' Sensei. Go to the corner of the tatami (mat) and perform a kneeling bow, again towards the photograph of O' Sensei.

2. The bow

Remain seated on your heels. Place your left hand and then your right hand on the tatami in front of you so that your two thumbs and index fingers form a triangle.

3. Starting class

When the sensei (Instructor) enters the dojo, all members should line up in the sitting position facing the photograph of O' Sensei. Sit in grade order with the senior grades to the right.

4. The Bow

All bow with sensei towards the photograph of O' Sensei, then return sensei's bow saying "Onegaishimas" (Please teach me). Follow his lead during the warm up exercises.

5. During class

Perform a standing bow to your old and new partners. If sensei should teach you and your partner individually, it is proper to perform a bow afterwards. While sensei is working with your partner, kneel on the tatami.

6. Make sure that your keikogi remains tied properly and that you remain adequately covered.

7. Never sit with your back to the picture of O' Sensei.

8. Coming late to class / leaving early

Wait before entering or leaving the dojo until the instructor is not demonstrating. Wait at the side of the tatami to ask the sensei's permission to come onto the tatami. Perform the proper kneeling bow. When leaving early, go to the instructor and ask their permission to leave. Perform the proper kneeling bow before leaving the tatami.

9. Finishing class

When indicated by the sensei, line up as at the start of the class. Bow with the instructor. It is polite to say "Domo arigato gozaimashita" (thank you very much). Allow the instructor to leave the tatami first. It is also polite to thank your partners.

10. Leaving the dojo

Perform kneeling and standing bows in a similar manner to when entering the dojo, but in reverse order.

11. Where zori (sandals) to and from the tatami.

12. Wash your keikogi at least once a week. Keep it in a good state of repair. Also, make sure that fingernails and toenails are kept short and long hair is tied back. Keep a high standard of personal hygiene.

Aikido Class Times

Time†	Description	More Info
Monday		

19:30 – 21:00 5th Kyu : Simon Webb

19: 30 – 21:00 2nd Kyu : Daren Sims

Tuesday		
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19:30 - 21:00 Shodan plus : Daren Sims/Richard Elliot

Wednesday		
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19:30 - 21:00 Open class : Michael Narey BeginnerClass

Thursday		
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19:30 - 21:00 3rd kyu : Richard Hobbs

19:30 - 21:00 6th Kyu : Richard Elliot BeginnerClass

Friday		
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19:30 - 21:00 Weapons : Andy Riddell All levels

Saturday		
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Juniors

09:30 - 10:30 Infant Class: Under 7s : Michele Narey, Richard Elliot Junior Aikido Club *

09:30 - 10:30 Junior Class: ages 7 - 10 : Nigel Davies, Michael Small Junior Aikido Club *

10:45 - 12:00 Senior Class: ages 11 - 12 : Michael Small, Richard Hobbs Junior Aikido Club *

10:45 - 12:00 Teenager Class : ages 13 - 17:, Andy Riddell, Michele Narey Junior Aikido Club *

Adults

10:30 - 12:00 Beginners (Parents and other adults) : Simon Webb Beginner Class

Lesson costs are: Adult - **£5.00**; In full-time education/unwaged - **£3.50**; Junior - **£2.50**

Annual Insurance is: Adult - **£20.00**; In full-time education/unwaged - **£10.00**; Junior - **£6.00**

†All times use 24 hour clock.

***Junior Aikido Club:** four children's classes are held every Saturday.
For further information, email: michele@templegatedojo.org.uk

Templegate Junior Aikido Club

Four children's classes are held every Saturday.

Saturdays 09:30 – 10:30: Infant Class

Under 7s coached by Michele Narey.

Aimed at children aged 4, 5 or 6, this class will introduce children to breakfalls and the very basics of aikido in a fun atmosphere.

Saturdays 10:30 – 12:00 - Aikido Junior School

Children aged 7 to 11 years old.

The juniors will be coached by Nigel Davies & Michael Small.

Building on the under 7's class, the junior school aims to give students confidence and self-control through aikido. Games are used to build teamwork and friendships.

Saturdays 10:30 – 12:00 – Aikido Senior School

Children and teenagers aged 11 to 12.

The seniors are coached by Michael Small & Richard Hobbs.

Developing further on the themes of the Junior School, but with greater emphasis on Aikido.

Saturdays 10:30 – 12:00 – Aikido Teenagers' Class

Teenagers aged 13 to 17.

Coached by Michele Narey & Andy Riddell.

This class is intended to fill the age gap between the Junior Aikido Club and the adult classes held at the Temple Gate Dojo. Aimed at young people, around secondary school age, the classes will be centred on Aikido but will also include self-defence.

For further information, email: juniors@templegatedojo.co.uk

National Vocational Qualifications for the National Aikido Federation

The National Aikido Federation is working to ensure that all its students and instructors are equipped to develop their coaching and learning skills for the challenges of the new millennium. As a consequence, the NAF has formed a learning partnership with Norton Radstock College that will provide all members of the federation with the opportunity to gain nationally recognised teaching and coaching qualifications. In this way the College will be helping to raise the level of coaching expertise and the level of practice for all those who take part in Aikido.

There are three different programmes on offer:-

National Vocational Qualification in Coaching Aikido (Programme 1)

National Vocational Qualifications are part of the drive to raise the levels of competence of everyone working in the United Kingdom. They are administered by national awarding bodies and cover the widest range of occupations. In our case we are working with the Coaching Qualifications validated by the City and Guilds Institute.

The Aikido Coaching qualifications, like all National Vocational Qualifications, provide a comprehensive series of standards that define the role of a competent coach in Aikido. The standards cover a range of units, which are common to good coaching in all sports, and three units that are specific to the competent coaching of Aikido.

The College has worked with the British Aikido Board and the National Aikido Federation in drawing up the technical specification for a good coach, with adults and children, at level 2.

National Vocational Qualification Assessor Award D32/D33 (Programme 2)

In order to deliver the Coaching National Vocational Qualification the NAF is encouraging the senior instructors in clubs to gain their National Vocational Qualification Assessor Award. This involves instructors in gaining two specific units of the National Vocational Qualification in teaching at level 3.

7306 Further and Adult Education Teaching Certificate (Programme 3)

These units of the Assessor Award form part of the Further and Adult Education Teaching Certificate. This is the qualification that most lecturers in Colleges of Further Education are encouraged to acquire. This is the natural progression for those instructors who wish to develop their coaching expertise to the next level.

You can become involved in any or all of these areas by participating in the programmes being led by Norton Radstock College. All the programs contain elements of distance learning, assignments to be completed in your club, and in peer group sessions organised at NAF national courses at the Temple Gate Dojo, in Bristol, and other regional centres. If you wish to find out more about how you can benefit from any of the four programmes, please contact:-

Michael Narey
Templegate Training
1st Floor, Herbert House
Lower Station Approach
Temple Meads
BRISTOL
BS2 6QS

Tel: (0117) 950 7064
Email: mpnarey@templegatedojo.co.uk

Key Skills Development through Aikido

Norton Radstock College has recognised that the study of Aikido is as much a programme of personal development as it is a pursuit of a physical pastime, providing an effective teaching medium for the development of Key Skills.

What Are Key Skills?

"Key Skills are essential skills which people need in order to function effectively as members of a flexible, adaptable and competitive workforce. They are also invaluable in helping people function within society and for lifelong learning."

(Department for Education and Employment, "Key Skills Explained")

The aim of the Key Skills programme is develop the generic skills that underlie the ability to be successful in any trade or profession. The theory is that those who are adept in the key skill domain are able to take on new occupations and responsibilities as required.

The Qualifications and Curriculum Authority has identified 6 Key Skills

- Using Information Technology
 - Communicating
 - Use of Numbers
 - Problem Solving
 - Working With Others
 - Improving Own Learning & Performance
- } **Wider Key Skills**

Each of the six units was developed in consultation with employers' representatives and educational experts in response to concerns that job applicants did not have the general skills needed in effective employees. The current specifications are the outcome of extensive pilot work, evaluation. Their content takes into account findings from research, carried out over the past ten years, relating to the development, assessment and recording of such skills in a variety of education, training, employment and community contexts.

Which units are available at the Temple Gate Dojo?

The three units (collectively known as the Wider Key Skills) are available to members of the Temple Gate Dojo.

The broad aim of the specifications for each of the units is to develop the ability to...

- i. Plan and organise activities (individually or with others);
- ii. Use different methods of working and learning to achieve objectives/targets;
- iii. Review progress and decide on how to improve performance.

There are clear differences between the units:

- **Improving Own Learning and Performance** focuses on the ability of the individual to work towards the achievement of personal, learning and/or career targets for the purpose of improving the quality of their own learning and performance, and developing as an independent learner.
- **Working with Others** focuses on the ability of the individual to meet own responsibilities and work co-operatively in a pair or group of people for the purpose of achieving shared objectives.

- **Problem solving** focuses on the ability of the individual to tackle problems systematically, for the purpose of working towards their solution and learning from this process.

All of the specifications include *process skills*, e.g. skills in planning, organising and carrying out activities, reviewing progress. These skills are the main focus of assessment. But candidates are also encouraged to develop and apply their *interpersonal skills*, e.g. skills in communicating their ideas and needs to others, negotiating support when needed,

How will Key Skills Benefit You?

- Aikido is not easy to learn. Key Skills has proven to provide very valuable support to efforts of beginners, accelerating their progress to a significant degree.
- Key Skills helps you to gain more from your Aikido training. The programme enables you to make the most of the skill and experience of your instructors and your time on the mat. Focusing your training according to your individual needs and goals.
- You can gain nationally recognised qualification, without stepping foot in a traditional class room, at no extra cost beyond the normal training fee, whilst learning a martial art in a fun, friendly and family oriented environment.
- Key Skills are now a compulsory part of every post-16 student's education.
- Studying one or more of the Key Skills will help you to be effective and flexible in whatever career path you follow, including self-employment.
- Employers and colleges and universities recognise the importance of Key Skills. Changes in working methods and technology have had a profound effect on work. People who work well in groups, are well organised and can solve their problems are the people who get on best at work and get promoted. The Key Skills units give them the broad skills to help them succeed.
- Whatever you do, whatever level you are at, employers will always look for evidence of a commitment to self-improvement and further learning when considering job applications and promotions. Participation in "Key Skills Development through Aikido" demonstrates that commitment.

Templegate Dojo



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