



THE BRITISH ACADEMY OF STAGE AND SCREEN COMBAT

Policies and Procedures 2019

DRAFT

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1. Organisation

- 1.1. Any individual may join the British Academy of Stage and Screen Combat (hereafter BASSC) by completing the application form on the website and paying the joining fee.
- 1.2. There are four organisation classifications (see below). All membership classifications must pay annual dues in order to maintain membership status and voting privileges.
 - 1.2.1. Master Teachers: teachers of stage combat who hold a current BASSC Master Teacher certificate.
 - 1.2.2. Certified Teachers: teachers of stage combat who hold a current BASSC teaching certificate.
 - 1.2.3. Actor/Combatant: individuals who hold current BASSC certification in any two weapon systems.
 - 1.2.4. Associates: any member who does not hold current Actor/Combatant status (including students with less than two current certifications), but wishes to be associated with the Academy.
- 1.3. The Membership database is to be kept by the Secretary of the BASSC. Each entry shall include:
 - 1.3.1. Name of member
 - 1.3.2. Email address (where permitted and available)
 - 1.3.3. Status of member, including date status first attained within the relevant classification, if applicable.
- 1.4. The initial fee for joining the Academy is outlined in Section 28 Fees & Charges Index regardless of status, and covers the membership dues up to the next organisation renewal date of the 1st April in each year.
- 1.5. Once the period covered by the initial fee has expired, the schedule of annual dues is as follows:
 - 1.5.1. Dues are owed annually on 1st April of each year for all members.
 - 1.5.2. Membership dues for all members are outlined in Section 28 Fees & Charges Index.
 - a. Candidates who pass the Teacher Certification Workshop as Certified Teachers will pay their first membership dues as Certified Teachers at the next renewal date after the end of the TCW.
 - b. Candidates who pass the Teacher Certification Workshop as Probationary Teachers will pay their first membership dues as Certified Teachers after the end of the successful completion of the probation period and they have been awarded Certified Teacher status. They are not required to pay annual membership dues as

Actor/Combatants during the probationary period. If they do not pass their probation they will revert back to paying annual dues as Actor/Combatants at the first renewal date after the probationary period has finished.

- c. Candidates who do not pass the Teacher Certification Workshop will revert back to paying annual dues as Actor/Combatants to maintain their membership at the first renewal date after the end of the TCW.
- 1.5.3. Elected members of the Executive Committee are exempt from membership fees during their term in office.
- 1.5.4. Past President is exempt from paying dues for the first year out of office.
- 1.5.5. Honorary members are exempt from annual dues.
- 1.6. All members in good standing will receive a discount of not less than ten percent (10%) on the tuition fees of any workshop sponsored solely by the BASSC.
- 1.7. Membership will terminate under the following circumstances.
 - 1.7.1. Non-payment of dues.
 - a. Members will be reminded that their membership is due to expire by email one month prior to the renewal date of 1st April. A second reminder email will be sent out one week prior to 1st April. Members who do not renew their membership by the renewal date will become inactive.
 - 1.7.2. Resignation - in writing to the Secretary of the Academy.
 - 1.7.3. Expulsion - by the Executive Committee under article 1.8 of the Policies and Procedures.
- 1.8. A member can only be expelled by a majority vote of the Executive Committee following the raising of a grievance against the member in accordance with Section 10.

2. The Executive Committee

- 2.1. The BASSC Executive Committee will consist of the following:
 - 2.1.1. Officers: President, Vice President, Secretary, Treasurer,
 - 2.1.2. Membership Representatives: Master Teachers (1), Certified Teachers (1), Actor/Combatants & Associates (2)
- 2.2. All members of the Executive Committee must be current BASSC members.

- 2.3. The Executive Committee will meet no less often than quarterly to discuss issues pertaining to the running of the BASSC. At these meetings, decisions relating to the operation of the Academy must be put to the vote, and confirmed by a quorate majority.
- 2.4. If there is no quorum, then business can be discussed and moved forward with proposals made for a vote at a later time either in person, by virtual means, eg, video conference, or by email.
- 2.5. A quorum of the Executive Committee will be seen as one half of its members plus one (1) more Executive Committee member.
- 2.6. The Executive Committee shall ensure that adequate Public Liability Insurance is provided for all workshops sponsored solely by the BASSC.
- 2.7. It is the responsibility of the Executive Committee to hold an Annual General Meeting, (hereinafter AGM), to which all current members of the BASSC are invited.
- 2.8. Executive Committee Members shall serve the interests of the BASSC before those of any other stage combat academy, association or body to which they belong.
- 2.9. The Executive Committee reserves the right to remove an Executive Committee Member if they consistently fail to fulfil their duties, identified below, or fail to participate in meetings or discussions on matters of the Academy for six consecutive months. Removal will be by a majority vote of the other Members.
- 2.10. Officers and Membership Representatives will be elected for a term of three (3) years. Term of office begins 1st January. The election of Membership Representatives will be held two (2) years after the election of the Officers.
- 2.11. All Officers and Membership Representatives are limited to two (2) consecutive terms within that post.
- 2.12. Nominations for all Executive Committee Members shall be made to the current Secretary by 1st June in the year of election.
 - 2.12.1. Any BASSC member may only accept nomination for one Executive Committee post per election.
 - 2.12.2. A current member must second all nominations.
 - 2.12.3. Nomination forms are available from the Secretary and in the Documents area of the BASSC website.
 - 2.12.4. Only a Certified Teacher or Master Teacher may be nominated for President.
 - 2.12.5. Only Master Teachers may nominate and vote for Master Teacher Reps.

- 2.12.6. Only Certified Teachers may nominate and vote for Certified Teacher Reps.
- 2.12.7. Only Actor/Combatants & Associates may nominate and vote for Actor/Combatant & Associate Representatives.
- 2.12.8. All current BASSC members may vote for President, Vice-President, Secretary and Treasurer.
- 2.13. Voting papers will be prepared by the Secretary and posted on the BASSC website by 1st July for downloading or by online voting.
- 2.14. All Executive Committee Members shall be elected by ballot to be counted at the Annual General Meeting (AGM) at the BNSCW.
 - 2.14.1. Members will submit their votes either by: email dated at least three days before the AGM to the BASSC Elections Officer; online voting one day before the AGM; or in person at the AGM.
- 2.15. The Elections Officer or their surrogate will receive all Executive Committee Member election ballots, made by email, online or in person for tabulation. The results will be announced at the AGM.
 - 2.15.1. The Elections Officer will be the immediate Past President.
 - 2.15.2. If the immediate Past President does not wish to or cannot accept this post, an Elections Officer will be appointed by the current EC. The Elections Officer may not be running for office in this election.
 - 2.15.3. The Elections Officer will keep all voting papers until the new term of office commences
 - 2.15.4. In the event of a tie, there will be a re-vote by email and online voting within one calendar month from the date of the AGM. The votes will be tabulated as set out in article 2.15.
 - 2.15.5. Any appeal for a recount will be treated as a grievance and dealt with as per Article 10.21 Appeals procedure.
- 2.16. In the event of a vacancy arising within the Executive Committee, the President will be responsible for appointing an appropriate member from the relevant category to fill that position, subject to ratification by the remaining Executive Committee until the next election for that post is held. Another Member of the Executive Committee may be appointed to the post but the President may not take the vacancy themselves.
- 2.17. Where the vacancy is for a member representative and an appropriate person from that membership category is not available it may be filled by a member who has been in that membership category within the last two years.
- 2.18. Any BASSC member holding two Executive Committee posts will have only one vote.

2.19. In the event of the Executive Committee Member changing their status during their term, they are permitted to finish their term.

2.20. President

- 2.20.1. Shall serve as the executive head of the Academy.
- 2.20.2. Shall preside over all AGMs, and all meetings of the Executive Committee.
- 2.20.3. Shall be reasonably accessible to all the members of the Academy.
- 2.20.4. Shall accept all letters of import addressed to the Academy other than inquiries directed to the representative EC members.
- 2.20.5. Shall make all decisions related to the running of the Academy, in consultation with the Executive Committee. Should a majority of the Executive Committee so decide, any issue may be put to the vote, by which outcome the President must abide.
- 2.20.6. Shall promote the Academy through public relations whenever possible.
- 2.20.7. Only a Certified Teacher or Master Teacher may serve as President.

2.21. Vice President

- 2.21.1. Shall chair any Executive Committee meeting for which the President is unavailable.
- 2.21.2. Shall have the responsibility to uphold the decisions of the President in all matters pertaining to the running of the Academy.
- 2.21.3. Shall give the President impartial advice on all matters of import to the Academy.
- 2.21.4. Shall oversee applications for changes in membership status.
- 2.21.5. Shall take over the duties of the President should they become unavailable, or in the case of early termination of their term of office, until a new one can be elected.

2.22. Secretary

- 2.22.1. Shall be responsible for the dissemination of all relevant information within the Academy.
- 2.22.2. Shall be responsible for processing new membership applications, and FPT results.
- 2.22.3. Shall be responsible for keeping a record of all FPTs and allocating examiners.

- 2.22.4. Shall be responsible for keeping accurate minutes of all EC meetings as well as generating action and agenda notices at least one week prior to every meeting and making the minutes available to members upon request.
- 2.22.5. Shall keep the membership database (see [Article 1.3](#)) up to date.
- 2.22.6. Shall notify all BASSC members about any upcoming AGM and elections for the Executive Committee.

2.23. Treasurer

- 2.23.1. Shall be responsible for maintaining and filing all financial records required by law.
- 2.23.2. Shall collect all fees and annual dues.
- 2.23.3. Shall oversee the collection of all workshop revenue owed to the Academy.
- 2.23.4. Shall collect all revenue from rental of equipment provided through the BASSC.
- 2.23.5. Shall be responsible for processing the payments of all bills incurred by the Academy.
- 2.23.6. Shall prepare an annual current financial report for the AGM, and quarterly financial reports for the Executive Committee.
- 2.23.7. Shall be responsible for opening and maintaining the necessary bank accounts for the running of the Academy.
- 2.23.8. The Executive Committee will approve all expenditure of BASSC funds.

2.24. Membership Representatives

- 2.24.1. Are responsible for collecting, communicating and representing the wishes and desires of their constituents to the Executive Committee.
- 2.24.2. Actor/Combatant Representatives also represent the interests of Associates.
- 2.24.3. The elected Representative can appoint a proxy to attend meetings and vote if they are not able to attend themselves or participate by virtual means.

3. Annual General Meeting

- 3.1. Each year the BASSC will hold an AGM at the BNCSW, as well as any other meetings the Executive Committee shall deem necessary.
- 3.2. The BASSC Secretary will set down the Agenda of the meeting.
- 3.3. The BASSC President will chair the AGM.
- 3.4. The Secretary will ensure all members are notified of the date and venue of the AGM at least one month in advance of it being held. Included with this notification will be an outline of the agenda and list of relevant issues presented to the vote, as of the date of notification.
- 3.5. The Secretary will ensure that any documents relevant to items on the agenda are circulated online to the membership at least two weeks before the AGM.
- 3.6. The Secretary will take minutes of the AGM and prepare a shortened version for online circulation to the membership.

4. Master Teacher

- 4.1. A Master Teacher is an individual who has had their application for MT status accepted by the EC. The BASSC expects that they will, through dedication to the art of stage combat, have demonstrated and maintained the highest standard of professional excellence and will be considered, by their peers, as a leader in the field. They shall be dedicated to the BASSC through active support and promotion; they will serve as leaders and officers, mentoring those who are advancing within the organisation, and offering guidance regarding the direction of the organisation and its place in the professional entertainment community. A Master Teacher must serve as a representative and ambassador of the BASSC to both the stage combat community and the entertainment industry. They must, at all times, adhere to, and uphold, the P&P, and the Code of Conduct of the BASSC.
- 4.2. Applications to become a Master Teacher should be sent to the BASSC Vice-President by the candidate's MT sponsor. The Executive Committee will decide on the success of an application. The decision of the Executive Committee is final and cannot be disputed.
- 4.3. The candidate must be sponsored by a current MT who holds the responsibility for both ensuring that not only are all elements of the application present, but also checking that all of them are relevant and in order, prior to submission to the EC.
- 4.4. The application should include:
 - 4.4.1. a sponsorship letter from two (2) current MTs supporting 4.1,

- 4.4.2. a supporting statement from the candidate demonstrating how they fit within the framework of 4.1,
 - 4.4.3. a comprehensive, up to date professional resume,
 - 4.4.4. letters of reference as set out in 4.6.5 (sent directly from the referees to the VP), and
 - 4.4.5. proof of the qualifications set out in article 4.6, including the signed FPT form for each FPT, and student numbers broken down by Fail, Pass, and Pass With Distinction.
- 4.5. Applications to become a Master Teacher may be made by BASSC Certified Teachers (hereafter CT) in good standing for a minimum of six (6) years, who have fulfilled the following qualifications:
- 4.5.1. Have taught a minimum of thirty-five (35) Fight Performance Tests incorporating a minimum of 250 students. The application must include all of the CT's FPTs up until the date of said application.
 - a. Ten (10) of the FPTs must be Unarmed FPTs. These FPTs must be taught by the CT alone and not team-taught.
 - b. Ten (10) of the FPTs must be Rapier & Dagger FPTs. These FPTs must be taught by the CT alone and not team-taught.
 - c. If Rapier & Dagger and Unarmed are tested together as the Actor-Combatant FPT they can be counted as separate FPTs for the purposes of this application. To be restricted to a maximum of ten combined FPTs. Any further Actor-Combatant FPTs will only count as single FPTs for the purpose of reaching the target of thirty-five (35), although the pass rates for each weapon will still be counted separately for the purposes of 4.5.1.d & e below.
 - d. A minimum pass rate of ninety five percent (95%) must be achieved, to be calculated from the total number of possible individual passes in the submitted FPTs.
 - e. A minimum pass at distinction rate of twenty percent (20%) must be achieved, to be calculated from the total number of possible individual passes in the submitted FPTs.
 - f. BNSCW FPTs are eligible towards this qualification but only if taught as a Lead Teacher and only for the principal weapon the CT is contracted to teach.
 - g. Any number of weapons adjudicated within the same FPT is considered one FPT (see article 13.6.1) barring those eligible for 4.5.1.c. However, each weapon taught is eligible for inclusion under article 4.5.1 - k)
 - h. To make an FPT eligible for the qualification, the CT must have personally delivered the majority of the contact hours.

- i. Any single weapon FPT may only be claimed by one CT.
 - j. Co-taught Actor/Combatant FPTs may be counted as single weapon FPTs where the CT is responsible for teaching one of the weapons.
 - k. From September 2019 any co-taught single weapon FPTs must be assigned as Primary CT/Secondary CT on the results form submitted to the Secretary: for the purposes of the MT application the FPT must be assigned to the Primary CT.
 - l. Have taught all BASSC weapons systems to FPT (minimum six (6) students passing per weapon; not necessarily all at one (1) FPT).
- 4.5.2. Have experience since becoming a CT of the international stage combat community, by attending, either as an active participant, or as a lead teacher, a minimum of five (5) different workshops outside their country of residence. These cannot be organised by the CT themselves. Each workshop must include a minimum of three (3) other teachers on staff, from a recognised stage combat organisation, other than the BASSC. Each workshop must last for a minimum of two days, and the candidate must be an active participant on a minimum of two days.
- 4.5.3. If the CT is based in the United States, two (2) of the five (5) workshops may be regional US workshops outside of their state of residence. The other three (3) must be outside the United States.
- 4.5.4. The CT will be asked to provide contact details for a teacher, or organiser from each workshop, to allow the EC to seek letters of recommendation. This clause only applies to workshops attended from September 2019 onwards.
- 4.5.5. Have taught at a minimum of six (6) BASSC workshops. These must include the BNCSW, BASSC-sponsored workshops, or any workshops organised by a BASSC CT. For the workshop to qualify, there must be at least one other BASSC CT teaching: for clarity, this may be the organising CT. If they meet the requirements, these workshops may count towards 4.5.1 or 4.5.2.
- 4.5.6. Have taught as a lead teacher at a minimum of three (3) intensive certification workshops, two of which must be the BNCSW.
- 4.5.7. Provide evidence of service to the Academy, such as serving on the EC, running any of its social media or publicity outlets, or in any other position.
- 4.5.8. Provide evidence of activity/service/study in the wider stage combat community.
- 4.6. In the case of a failed application, the applicant may reapply after a one-year period.

- 4.7. Master Teacher Certification is valid for three years. To re-certify candidates must follow the Certified Teacher renewal process as outlined in article 5.2.
- 4.8. MT annual dues are inclusive of public liability insurance provided through the BASSC, which will cover teachers when they are providing instruction on BASSC Workshops.
- 4.9. Master Teachers are listed on the BASSC website with a photograph, location, contact email address and website URL.

5. Certified Teacher

- 5.1. A Certified Teacher must:
 - 5.1.1. Be a BASSC member in good standing.
 - 5.1.2. Have successfully completed the BASSC Teacher Training Programme (as laid out in Section 19.00)
 - 5.1.3. Have successfully completed the BASSC Teacher Certification Workshop (as laid out in Section 20.00)
 - 5.1.4. Have successfully completed any probations as set by the TCW exit panel and/or the TRB (as laid out in Section 22.00)
 - 5.1.5. Hold a current first aid certificate (Emergency First Aid at Work or above, or equivalent qualification)
 - 5.1.6. Hold a certificate in Mental Health First Aid from a course of at least one (1) day in duration. (for renewal 1st April 2023)
 - 5.1.7. Demonstrate a professional level of teaching proficiency through a minimum pass rate of ninety percent (90%) in FPTs taught.
 - 5.1.8. Have signed up to the BASSC Code of Conduct.
- 5.2. Teacher Certification is valid for three years and all Certified and Master Teachers renew in the same year. The renewal date is 1st April. To re-certify all teachers must send the following to the Vice President.
 - 5.2.1. A covering email
 - 5.2.2. A picture file or electronic scan of their current First Aid certificate (Emergency First Aid at Work or above or equivalent).
 - 5.2.3. A picture file or electronic scan of their current certificate in Mental Health First Aid from a course of at least 1 day in duration. (for renewal 1st April 2023)
 - 5.2.4. A picture file or electronic scan of the current BASSC Code of Conduct signed by the CT and dated for the CT renewal date.

- 5.2.5. A comprehensive, up-to-date professional résumé showing that the teacher has continued to work and hone their professional skills.
- 5.2.6. A record of all Fight Performance Tests they have held during the previous three years, including dates, names of Fight Examiners, and student numbers broken down by Fail, Pass, and Pass with Distinction.
- 5.2.7. A record of payment of the annual renewal fees since the last renewal of CT status or becoming a CT.
- 5.2.8. The annual renewal fee. Renewal fees are non-refundable and outlined in Section 28 Fees & Charges Index.
- 5.3. Renewal fees are due annually payable by 1st April in each year. Failure to pay CT dues by the 1st of July in each year will result in the following:
 - a. Lapsed membership as a CT
 - b. The CT may not have their FPTs adjudicated by the BASSC
 - c. Removal of the CT's name from the BASSC website
- 5.4. In order to renew a lapsed membership (see article 5.3), a CT must pay the annual renewal fee (see article 5.2.8 above) plus a late fee as outlined in Section 28 Fees & Charges Index. When such amounts are paid, and the requirements laid out in articles 5.2.1 to 5.2.8 are fulfilled, full membership privileges will be restored and the CT's name will be restored to the BASSC website.
- 5.5. Should CT membership have lapsed for more than one year from the due date, renewal will require completion of each article of 5.2, and then be sent to the Vice President for presentation to the Executive Committee, who in its sole discretion will assess the case on its merits. The Executive Committee on an individual basis may then set further requirements or choose to submit a grievance under Section 10.
- 5.6. CT annual dues are inclusive of public liability insurance provided through the BASSC, which will cover teachers when they are providing instruction on BASSC Workshops.
- 5.7. Certified Teachers are listed on the BASSC website with a photograph, location, contact email address and website URL.

6. Actor/Combatant

- 6.1. An Actor/Combatant must hold current BASSC certificates in any two weapon systems and maintain all levels of Actor/Combatant status by periodic re-examination every three years.
- 6.2. Actor/Combatants do not need to be BASSC members to have their qualifications listed on the BASSC website.

- 6.3. Actor/Combatants must be BASSC members to:
- 6.3.1. stand for office as A/C Representatives on the Executive Committee
 - 6.3.2. propose other Actor/Combatants as A/C Representatives
 - 6.3.3. vote in EC Elections
 - 6.3.4. apply to enter the Teacher Training Programme
 - 6.3.5. receive membership publications or discounted rates on courses and workshops.
- 6.4. There are three levels of BASSC Actor/Combatant:
- 6.4.1. Actor/Combatant: any person who holds current certificates in any two BASSC weapon systems.
 - 6.4.2. Intermediate Actor/Combatant: any person who holds a minimum of five (5) current BASSC certificates including Unarmed and Rapier & Dagger.
 - 6.4.3. Advanced Actor/Combatant: any person who holds a minimum of five (5) current BASSC certificates including Unarmed and Rapier & Dagger of which at least five (5) must be at 'Pass with Distinction' level.
- 6.5. Actor/Combatants are listed on the BASSC website with their current weapon certifications, grade and expiry date of certification.
- 6.6. The listing as Actor/Combatant will remain as long as at least two weapon certifications remain current. If only one weapon certification is current they will be listed as Associate as in 7.2.1. If no certificates are current then the listing will be removed from the website.

7. Associate

- 7.1. An Associate may be a BASSC member with no BASSC certification, OR
- 7.2. hold at least one of the following, with or without BASSC membership:
- 7.2.1. A certificate in any single weapon system and maintain Associate status by periodic re-examination every three years.
 - 7.2.2. An Introduction to Combat Award (ICA) taken at a TCW. (See Section 21) The ICA lasts for three years and cannot be renewed as it does not exist as a test outside of the TCW. To maintain Associate status they must pass a single weapon FPT and hold a current BASSC certificate as in 7.2.1.
 - 7.2.3. A Junior Grade Award certificate. (See Section 16 Junior Grade Award). They must be between the ages of 14 and 18 when taking

the JGA. The JGA lasts for three years and cannot be renewed. To maintain Associate status they must pass a single weapon FPT and hold a current BASSC certificate as in 7.2.1.

- 7.3. Associates who are members may not stand for office as A/C Representatives on the Executive Committee, but may vote in EC Elections, receive membership publications and discounted rates on courses and workshops.
- 7.4. Associates do not need to be BASSC members to have their qualifications listed on the BASSC website.
- 7.5. Associates are listed on the BASSC website with their current weapon certification, grade and expiry date of certification. Associates under the age of 18 who hold JGA certification must provide written permission from a parent or guardian for this information to be posted as in 13.12.2.d.
- 7.6. The listing as Associate will remain as long as one weapon certification, JGA or ICA remains current. If they have two single weapon certifications current they will be listed as Actor/Combatant as in 6.5. ICA or JGA certifications cannot be counted as a single weapon certification towards Actor/Combatant listing. If no certificates are current then the listing will be removed from the website.

8. Honorary Titles

- 8.1. Individuals can be awarded the title of Master-at-Arms by the Executive Committee. The Master-at-Arms title is awarded to a member of the Academy, who will have distinguished themselves by long service to the Academy; have discharged a special service for the Academy; or, who is considered by the Executive Committee to be an exceptional contributor to the development of stage or screen combat.
- 8.2. The title Master-at-Arms has no membership rights or fees attached and can be removed by the Executive Committee in line with the BASSC grievance procedure.

9. Documentation of Qualification

- 9.1. You may only claim to hold qualifications that are current, ie have been achieved within the last three (3) years. A reference to being qualified with the BASSC should contain:
 - 9.1.1. The weapon(s) passed, the level of pass and the year of FPT, and/or
 - 9.1.2. The category in which one is recognised and the date it was achieved.
 - 9.1.3. A suggested format for listing these is as follows:

- a. Rapier & Dagger, Pass with Distinction, 2017
 - b. Intermediate Actor/Combatant, BASSC, 2018
 - c. Advanced Actor/Combatant, BASSC, 2019
- 9.2. Misrepresentation of your qualification status will be considered a grievance against the Academy. (see Section 10.00 Grievances)

10. Grievances

- 10.1. The following is the system for registering complaints or grievances against any member of the Academy.
- 10.2. The grievance must be submitted using the appropriate form which should be requested from the President.
- 10.3. The complainant should ensure the grievance is factual and avoids any unnecessary language that may be considered insulting or abusive.
- 10.4. The complainant is encouraged to support their grievance with context for the complaint being made, appropriate documents, including emails and other communications, and contacts for any individuals providing supporting testimony in order to give the EC more factual and detailed information regarding the case.
- 10.5. The complainant will submit any and all supporting evidence, documentation, and corroborating testimony with the initial grievance. No further evidence or testimony may be submitted thereafter, unless at the request of the EC. The EC reserves the right to request further information, clarification, evidence, or to dismiss any of the aforementioned.
- 10.6. The complainant must comply with the requirements of the procedure e.g. attending any face-to-face meetings as required, notifying the EC of any companions who are also attending, completing any necessary forms, etc.
- 10.7. The subject of the grievance will be informed of the nature of the grievance filed against them, with a summary of the evidence, documentation, and testimony, though the EC will strive to maintain professional confidentiality as best as possible.
- 10.8. The subject of the grievance will have seven (7) days from the receipt of the summary to submit their response, be that acceptance, defence, or rebuttal. Any contrasting evidence, testimony, etc. shall be submitted at this time. No further evidence or testimony may be submitted thereafter, unless at the request of the EC. The EC reserves the right to request further information, clarification, evidence, or to dismiss any of the aforementioned.
- 10.9. Upon receiving the response from the subject of the grievance, the EC will have fourteen (14) days to arrive at a conclusion and inform the parties of their decision. If the subject of a grievance is an EC member, or someone

with a close personal relationship to an EC member, that EC member may not vote on the result of the grievance or be present whilst it is discussed other than to present a defence against the grievance.

- 10.10. If the grievance is made by an EC member, that EC member may not vote on the result of the grievance or be present whilst it is discussed other than to present and support their grievance.
- 10.11. Parties involved in a grievance will only communicate through the EC during the grievance procedure.
- 10.12. All members involved in the grievance procedure will maintain professional confidentiality. Sharing details of the grievance with members not involved in the grievance procedure or on social media will be considered a violation of professional confidentiality and subject to an immediate verbal warning,
- 10.13. Any party seeking to influence EC members or parties involved in the grievance during the on-going grievance procedure shall be considered an interference to EC business and subject to an immediate written warning.
- 10.14. The EC may hold initial discussions on the grievance by email but the final meeting for consideration and voting on the grievance is to be made in person, or through virtual means, such as a video conference, where members cannot be present, to allow the complainant and the subject of the grievance to have the opportunity to make their case in person.
- 10.15. The meeting will be minuted but the minutes will remain confidential to the EC.
- 10.16. After a majority vote by the Executive Committee (including enough members to make a quorum, see 2.5), the Executive Committee may:
 - a. Dismiss the grievance, if the Executive Committee, in its sole discretion, determines that the grievance is without merit.
 - b. Issue a verbal warning.
 - c. Issue a written warning.
 - d. Call for a vote of expulsion pursuant to article 1.8.
- 10.17. In the event that a member receives three (3) warnings, verbal or written, the Executive Committee will call for a vote of expulsion pursuant to article 1.8.
- 10.18. The EC will offer all parties the opportunity to reconcile through discussion as part of an EC post-grievance procedure.
- 10.19. The EC's decision is final. The Appeals Procedure only applies to expulsion.
- 10.20. It is the responsibility of the Executive Committee to ensure that all interested parties are made aware of the Appeals Procedure.
- 10.21. Appeals Procedure.

- 10.21.1. The Executive Committee must receive a letter stating the member's intention to appeal within one week of the member's receipt of notification of the vote of expulsion.
- 10.21.2. An Appeals Board, (hereafter AB), will be formed and must grant the opportunity for the member to make their appeal in person within four (4) weeks of the Executive Committee's receipt of the member's letter of intention to appeal the vote of expulsion.
- 10.21.3. The AB will be formed of three (3) ex-committee members, of which at least one (1) member must be of the same membership category as the expelled member.
- 10.21.4. The AB will be chosen in descending order of longest serving ex-committee members.
- 10.21.5. In the event that a member cannot serve, the next person on the list will be asked.
- 10.21.6. In the event that an AB cannot be formed from ex-committee members, the remaining positions will be filled by one member from each membership category.
- 10.21.7. The complainant, or any other interested party in the original grievance cannot be asked to serve on the AB.
- 10.21.8. The AB will contact all interested parties to arrange a mutually agreeable time to meet. (see Article 10.6)
- 10.21.9. The Executive Committee will appoint one of its number to represent the Committee's case.
- 10.21.10. The AB will give equal opportunity for all interested parties to present their case.
- 10.21.11. The resulting deliberations leading to the AB's decision will be conducted between the members of the AB in a closed session.
- 10.21.12. These deliberations will be minuted and a copy of those minutes will be sent to all members of the AB, and to the Secretary of the BASSC for inclusion in the records.
- 10.21.13. The AB will reach its decision by a majority vote.
- 10.21.14. The AB will notify all interested parties of their final decision, in writing, within one week of the sitting of the AB.
- 10.21.15. After a majority vote, the AB may:
 - a. Uphold the appeal, dismiss the vote of expulsion and return the matter to the Executive Committee, with instructions to pursue one of the following recommended courses of action:
 - i. Dismiss the grievance.

- ii. Issue a verbal warning.
- iii. Issue a written warning.
- b. Dismiss the appeal, in which instance, the vote of expulsion will stand, the member will be expelled forthwith, with no further recourse.

10.22. The decision of the AB is final.

11. Workshop Co-ordinator

- 11.1. The Executive Committee shall appoint a Workshop Co-ordinator. The primary duties of this position shall be:
 - 11.1.1. To serve as Workshop Coordinator for the British National Stage Combat Workshop, and any other BASSC workshops.
 - 11.1.2. Attendance at the BNSCW and other workshops as on-site co-ordinator for the day-to-day running of the workshop.
 - 11.1.3. The submission of a budget for each workshop to the Executive Committee for its approval
 - 11.1.4. The timely production of all publicity material relating to BASSC workshops.
 - 11.1.5. The scheduling of all classes and events at BASSC workshops.
 - 11.1.6. Responsibility for storing the BASSC printer and other equipment until such time as it is needed for other BASSC-related purposes.
 - 11.1.7. The sale of BASSC merchandise at the workshop.
- 11.2. The Workshop Co-ordinator will receive a fee set by the Executive Committee.
- 11.3. In the event of a Workshop Co-ordinator not being available, the EC, or a co-opted person(s) shall take on the separate duties of the Workshop Co-ordinator according to their abilities. An EC or co-opted member(s) will attend the workshops as on-site co-ordinator(s) for which a fee set by the Executive Committee will be payable. The remaining EC or co-opted members shall waive any fees and their contribution to the organisation of the workshop(s) will be recognised as service to the BASSC.
- 11.4. The Workshop Co-ordinator, if not an existing EC member, is a co-opted member of the EC solely for the purposes of workshop business and has proposing rights in relation to workshop business.
- 11.5. The Workshop Co-ordinator is to be included in all EC email discussions relating to workshops and to be invited to attend the part of EC meetings where workshop business is to be discussed.

- 11.6. The Executive Committee may dismiss the Workshop Co-ordinator by a majority vote if they feel that they are not upholding their duties. This matter is in the sole discretion of the Executive Committee.
- 11.7. In such a circumstance the Workshop Co-Ordinator will be provided with a written reason why the Executive Committee has deemed their work as below the standards that the BASSC expect. The decision of the Executive Committee is final.

12. Promotion of BASSC activities

- 12.1. The Executive Committee shall produce and maintain the following for the promotion of BASSC activities:
 - 12.1.1. digital newsletter to be produced periodically
 - 12.1.2. digital mailings to the membership
 - 12.1.3. website (www.bassc.org)
 - 12.1.4. accounts on: Facebook, (British Academy of Stage and Screen Combat (BASSC) @TheBASSC); Twitter (TheBASSC); Instagram (the_bassc) and other social and digital media as appropriate.
- 12.2. These may contain:
 - 12.2.1. Advertisements for upcoming workshops. Only BASSC workshops and BASSC sanctioned workshops will be advertised.
 - 12.2.2. Notifications of the AGM and upcoming elections.
 - 12.2.3. Advertisements for staff posts.
 - 12.2.4. New developments within the BASSC including changes to the P&P, new and revised documentation and changes to the EC.
 - 12.2.5. New developments in the stage combat community at large, including casting calls.
 - 12.2.6. Photos and videos relating to BASSC activities.
- 12.3. In addition, the website will contain sections relating to:
 - 12.3.1. The Executive Committee, Master and Certified Teachers,
 - 12.3.2. Actor/Combatants' and Associates' FPT results
 - 12.3.3. Membership
 - 12.3.4. Frequently Asked Questions
 - 12.3.5. Current BASSC documentation

- 12.3.6. Other relevant materials and services as agreed upon from time to time by the Executive Committee.
- 12.4. The newsletter shall be made available online and, where possible, in a downloadable format.
- 12.5. The Executive Committee shall appoint:
 - 12.5.1. An Editor for the newsletter. The primary duties of this position shall be the timely production of the newsletter
 - 12.5.2. A Webmaster for the website. The primary duties of this position shall be to maintain and update the website as necessary.
 - 12.5.3. A Member or members responsible for the updating of social media accounts.
- 12.6. The A/C Representatives will have overall responsibility for the creation and sending of digital mailings to the membership (see 2.24.1)
- 12.7. The other members of the Executive Committee, the Newsletter Editor and Workshop Co-ordinator shall have contributing editorial rights to the content of the mailings, social media posts and website postings as appropriate.
- 12.8. BASSC social media cannot be used to promote an individual member's agenda or work against the best interests of the BASSC.
- 12.9. The President shall serve as principal contact for the maintenance of any domain names owned by the BASSC and website hosting sites with responsibility for maintaining its security, and BASSC email addresses linked to the domains.
- 12.10. The Executive Committee may dismiss a Newsletter Editor, Webmaster or those responsible for social media accounts by a majority vote if they feel that they are not upholding their duties. This matter is in the sole discretion of the Executive Committee.
- 12.11. In such a circumstance the Newsletter Editor, Webmaster or those responsible for social media accounts will be provided with a written reason why the Executive Committee has deemed their work as below the standards that the BASSC expect. The decision of the Executive Committee is final.
- 12.12. Additional marketing and promotion of the BASSC may be undertaken through:
 - 12.12.1. Attendance at exhibitions, conferences, stage combat competitions and workshops within and outside the UK. Attendance at such events and related expenditure must be agreed in advance by the EC.(See also 25 Non-BASSC Events).
 - 12.12.2. Attendance at International workshops run by other stage combat organisations. (See 24 Regional and International Workshops).

- 12.12.3. Sales of BASSC merchandise at workshops and other events or on-line through the BASSC website.
- 12.12.4. On-line sales and storage of BASSC merchandise shall be by a member of EC or other appointed person whose principal duties will be:
 - a. Storage of merchandise and packaging materials. Where there is a fee payable for storage this will be paid by the BASSC.
 - b. Taking orders, packaging and postage of merchandise
 - c. Dealing with enquiries related to sales
 - d. Keeping accurate monthly accounts of sales, postage and packaging expenses and forwarding accounts to the BASSC Treasurer
 - e. Keeping the website sales and payments area updated on a regular basis
 - f. Stock taking, sourcing merchandise, dealing with suppliers and ordering merchandise
 - g. Orders for merchandise and pricing must be approved by the EC.

13. Fight Performance Test

- 13.1. The FPT is the means by which students can test to obtain their qualifications in any of the weapon disciplines offered by the BASSC.
- 13.2. Current weapon disciplines adjudicated by the BASSC are Rapier & Dagger, Unarmed Combat, Smallsword, Quarterstaff, Broadsword, Swashbuckling Sword, Sword & Shield, Rapier & Cloak, and Knife.
- 13.3. The minimum age for any student to participate in BASSC classes and workshops is 18 years of age.
- 13.4. In order to take a single weapon FPT students must have a minimum of thirty (30) contact teaching hours with a BASSC CT per weapon.
- 13.5. An FPT where both Rapier & Dagger and Unarmed Combat have been taught concurrently and both are tested at the same FPT is defined as an Actor/Combatant FPT and students must have a minimum of sixty (60) contact teaching hours with a BASSC CT.
 - 13.5.1. Although a student may be considered as an Actor/Combatant with passes in any two weapons, to be an Intermediate or Advanced Actor Combatant, the student must have passes in both Rapier & Dagger and Unarmed Combat. These do not have to be undertaken jointly. (See Article 6.4). Passing both weapons in an Actor/Combatant FPT

gives students Actor/Combatant status and allows them to progress automatically towards Intermediate or Advanced A/C status by taking other single weapon FPTs and attend the IAACW at the BNCSW.
(See Article 18.4)

13.6. Where the FPT does not follow immediately after the training, the timeline for completion of training and taking the FPT, for each weapon, is as follows:

- 13.6.1. Training with the required number of hours with a BASSC CT must have taken place within the last 5 years.
- 13.6.2. The student must attend an additional day with a BASSC CT which will comprise:
 - a. A three (3) hour technique assessment session to ensure that the student has the appropriate understanding and ability to perform techniques for that weapon.
 - b. If the student completes the session to the satisfaction of the CT, a further session of at least five (5) hours during which the student, with a partner, will learn, rehearse and perform a full FPT with the required moves for each weapon within a dramatic scene for adjudication by a BASSC examiner.

13.7. The rules and guidelines for all FPTs are as follows:

- 13.7.1. Up to three scenes performed on the same day by a single student, within the same FPT adjudication, are considered one test. Under these circumstances the student will only be required to pay for a single FPT. A student may not test in more than three weapon disciplines at one FPT.
- 13.7.2. Current certificates from other stage combat certification bodies may be accepted, at the discretion of the Executive Committee, as a requirement for taking part in the FPT at the Intermediate/Advanced Workshop at the BNCSW. (See 29 International Stage Combat Organisations). This only applies to students not holding a BASSC certificate in Rapier & Dagger and Unarmed Combat.
- 13.7.3. All FPTs whether individual or multiple weapons disciplines must be adjudicated by a member of the Board of Examiners or their appointee.
- 13.7.4. A single weapon FPT scene may not exceed three (3) minutes in length. If two weapons are tested within a single scene then it may not exceed five (5) minutes in length.
- 13.7.5. The FPT may be divided into two parts. Part One is compulsory and Part Two will be held at the discretion of the Fight Examiner.
- 13.7.6. Part One of the test is the performance of the test choreography within the context of a scene, in which the performance is both safe and dramatically effective.

- a. The choreography must include the minimum compulsory techniques set down by the BASSC (see Section 14 Minimum Compulsory Techniques for Single Weapon FPTs below) and be provided and taught by the certifying CT.
 - b. The BASSC suggests that all scenes come from dramatic literature.
 - c. The scene must establish character and a cause for the fight, as well as demonstrate an appropriate level of emotional commitment to the staged violence.
 - d. The choice of character should not interfere with the combatant's ability to perform the required techniques in a realistic manner, either for comic or dramatic effect.
 - e. Dialogue within the choreography of the fight should be restricted to lines that enhance and relate to the action.
 - f. The combatants will perform the fight at performance speed and with acting beats. Actions and objectives should be carefully worked out.
 - g. The performance should take place in a proscenium format.
 - h. Part One of the FPT may be open to the public.
- 13.7.7. Part Two will be based on techniques from the BASSC set moves or the choreography from Part One. This part of the FPT is closed to the public. The purpose of Part Two is to allow the Fight Examiner to clarify technical or performance issues arising from Part One, should the Fight Examiner deem it necessary.
- 13.7.8. Teachers should devote an equal amount of time to the coaching of each fight test scene.
- 13.7.9. The teacher of the FPT may not test with or partner their own students.
- 13.7.10. It is the responsibility of the teacher to be familiar with and follow BASSC rules for testing, including, but not limited to, the compulsory moves for Part One of the test. The rules and requirements are available from the Policies and Procedures on the BASSC website.
- 13.7.11. The BASSC will only adjudicate FPTs taught by CTs of the BASSC, unless the teacher fits the following description: any BASSC member who is currently undertaking formal training on the Teacher Training Programme, Teacher Certification Workshop or the subsequent probationary period.
- 13.7.12. No teacher, including Fight Examiners, can adjudicate their own students.

- 13.7.13. Weapons used during rehearsal and performance of the FPT must be practical, well-maintained, and safe stage weapons of the historical period.
- 13.7.14. A fully stocked First Aid Kit and ice packs must be on site and easily available at all adjudications.
- 13.7.15. The adjudicating Fight Examiner has the right to cancel the test at any time if the above regulations have not been adhered to, or if he/she feels that the weapons or choreography is unsafe.
- 13.8. Video Recording of Fight Performance Test
 - 13.8.1. Video recording of any nature is strictly prohibited for all Fight Performance Tests when they are adjudicated live. The only exceptions are:
 - a. FPTs at the BNSCW which can be videoed for BASSC training purposes upon receiving appropriate waivers from students.
 - b. FPTs where the host institution requires the exam to be videoed. Such video recording and appropriate waivers will be the responsibility of the institution and not the BASSC.
- 13.9. The CT will apply to have their test adjudicated by contacting the Secretary and requesting an examiner.
 - 13.9.1. CTs should allow sufficient notice of the date of an FPT so that an examiner can be allocated in good time. Details should include the following: the date, time and venue of the FPT, the number of students testing, weapons being tested and any other relevant information.
 - 13.9.2. At the same time, the CT must inform the Treasurer of registration fee/student fees payable, and the financial address of school or host organisation to be invoiced.
 - 13.9.3. Where final numbers of students testing are unknown, these can be amended and confirmed to the Examiner and Treasurer at a later date.
 - 13.9.4. A request for an Examiner is sent out from the Secretary. Examiners who wish to accept should respond to the Secretary within 3 days of the request being made.
 - 13.9.5. The Secretary will be responsible for assigning an examiner to the FPT on the basis of responses received within the 3-day response period.
 - 13.9.6. The Secretary will notify the chosen Fight Examiner of their selection and confirm the date, time, and venue of the test, and inform the CT of the chosen Fight Examiner.

- 13.9.7. In the event of no responses being received from Examiners for a particular FPT the Secretary will send out a reminder to them seeking an Examiner for the FPT within a week of the receipt of the Examiner request.
- 13.9.8. If no Examiner is available the Secretary will inform the CT so that the FPT can be rescheduled or take place as a video test.
- 13.9.9. If there are less than eight (8) students The BASSC may suggest the FPT be adjudicated by video.
- 13.10. Candidates who take the FPT may 'Not Pass', 'Pass' or 'Pass with Distinction'. The grades are to be as follows:
 - 13.10.1. Not Pass – (0% - 57%)
 - 13.10.2. Pass – (58% - 79%)
 - 13.10.3. Pass with Distinction – (80% or above)
- 13.11. These grades are to be arrived at using the following system:
 - 13.11.1. Safety – (30 points) – this is to include a student's use/concept of distance, eye contact, communication, cueing, targeting, footwork, balance and movement.
 - 13.11.2. Technique and Style – (20 points) – this is to include a student's use of the weapon in an appropriate manner to the period, but also to include correct usage of technique (i.e. angles, cutting, etc.) and stagecraft.
 - 13.11.3. Intention – (20 points) – to include the student's dramatic effectiveness in physical action, pace of the fight, memory, and physical intention.
 - 13.11.4. Overall Performance – (20 points) – to include the student's characterisation work with text and choreography, including acting, vocal production and physicality.
 - 13.11.5. Classwork – (10 points) – to be assigned by the CT who has put the student forward for testing.
- 13.12. The Fight Examiner's decision is final.
 - 13.12.1. Re-testing may only occur in extenuating circumstances.
 - 13.12.2. Re-testing may occur at another venue or with another examiner with the recommendation of the certifying CT.
 - 13.12.3. A further three (3) hours tuition must occur with the certifying CT or their proxy before re-testing may occur.
 - 13.12.4. A re-testing fee will be required.

- 13.13. The Fight Examiner and the CT must both sign and date the FPT Results form.
- 13.13.1. In signing the FPT form, the CT is acknowledging that all FPT rules and guidelines have been followed, including contact hours.
- 13.13.2. CTs must ask students to complete the GDPR form to ensure that permission has been given for the BASSC to hold the following information:
- a student's name, email address and FPT results in the list of FPTs
 - Where a student joins the BASSC as a member, their name and email address in the Membership database
 - A student's name, FPT results or Introduction to Combat Award, and expiry dates in the Actor/Combatant and Associate pages of the website
 - Where the student is under 18 and taking part in a JGA, the form must be completed by a parent or guardian to give permission for the above.
- 13.14. The CT is responsible for sending the signed results form and GDPR form to the Secretary as soon as possible after the FPT so that amendments can be made to the FPT results and membership databases.
- 13.15. The Secretary will enter the results on the FPT database and, where the student is a member, assign the student's new BASSC status as appropriate.
- 13.16. There is a non-refundable student test fee for all FPTs.
- 13.16.1. The current fee schedule is outlined in Section 28 Fees & Charges Index.
- 13.16.2. Where a CT is running an FPT themselves, they are responsible for the collection of student fees and payment thereof to the Treasurer of the BASSC along with the registration fee. Where they are running an FPT on behalf of a school or organisation they are responsible for ensuring that the Treasurer has accurate student testing numbers and invoicing details for the organisation.
- 13.17. The host school or organisation, including a CT running an FPT course independently will pay:
- 13.17.1. A registration fee as outlined in Section 28 Fees & Charges Index. However, if the test involves fewer than ten (10) students, the fee will be reduced to a set fee per student as outlined in Section 28 Fees & Charges Index.
- 13.17.2. Where a CT or host school or organisation runs more than one FPT within a 12 month period they may opt to pay a Multi-Test flat fee for 12 months per organisation as outlined in Section 28 Fees & Charges Index.

- 13.17.3. Travel expenses for the Fight Examiner.
- 13.17.4. The Treasurer is responsible for ensuring the fee is paid to the Examiner within one month of receipt of their invoice.
- 13.17.5. The Fight Examiner will be responsible for issuing certificates to successful students, at the time of the FPT or within 30 days following the completion of the FPT.
- 13.17.6. Certificates may not be released until all test fees have been paid.
- 13.17.7. The CT is responsible for maintaining the weapons and a safe working space.
- 13.17.8. If a Fight Examiner cancels a test fight because of an infraction of the rules (see article 13.7.15) and the school subsequently refuses payment, the BASSC will cover the Fight Examiner's expenses.
- 13.18. If a CT so desires the FPT may be adjudicated by video, provided the following requirements are met:
 - 13.18.1. The video footage will be made available to the Examiner.
 - 13.18.2. The video footage is not edited and the camera is in a stationary position. The performers' full figures must be in view at all times and should fill the frame as much as possible. Panning and zooming is permissible.
 - 13.18.3. Students must clearly slate each scene.
 - 13.18.4. A running order including all relevant student details (including a grade for their class work) must accompany the video footage.
 - 13.18.5. The same test fees set out in Section 28 Fees and Charges Index apply to video FPTs.
- 13.19. The Examiner has 30 days from the day that they have access to the dropbox or video of the test to watch it, make an adjudication, contact the CT to make any negotiations, finalise the results and forward them to the CT and the Secretary and send the certificates to the CT.
- 13.20. Where a certification course is being run as an intensive workshop outside the UK with a video FPT, the CT, with the agreement of the examiner, may request the examiner to make an adjudication on the day of the FPT so that students can receive their certificates before the end of the workshop. In this instance, certificates may be sent electronically or, if hard copy certificates are to be given, these can be sent out in advance of the FPT with the student's name, weapon, Examiner's signature and date and the CT will enter the grade in accordance with the Examiner's adjudication. Shipping costs for hard copy certificates will be met by the CT. In accordance with 13.17.6 Certificates may not be released until all test fees have been paid.
- 13.21. Fight Performance Test (FPT) recognition expires three years from the date of issue.

- 13.22. The British Academy of Stage & Screen Combat, its officers, its teachers and members as individuals disclaims responsibility for injury to students, teachers, or audience members as a result of the Fight Performance Test. Organisations desiring to have the BASSC adjudicate students in a fight test assume all responsibility and liability for accidents, injury, and weapon failure, during both the training process and the test itself. It is the responsibility of the CT to make this known to the organising body at the start on any certification course. Any organising body's failure to agree to assume such liability makes such an organisation ineligible for BASSC adjudication.

14. Minimum Compulsory Techniques for Single Weapon FPTs.

14.1. Rapier and Dagger (all per fight unless noted)

- a. Thrusts and cuts in all lines
- b. Footwork: (per combatant) advance, retreat, pass forward, pass back, lunge, thwart, slip, cross and traverse
- c. One circular sequence
- d. Point work: one deception of parry by derobement and one dégagé (per combatant)
- e. One coupé
- f. One punto reverso or punto mandritta (per combatant)
- g. One moulinet (per combatant)
- h. One horizontal slash over the head or one horizontal slash across stomach (with avoidance) (per combatant)
- i. One diagonal slash (avoidance)
- j. One feint
- k. One beat attack
- l. Two double-fence parries (with rapier and dagger): Reinforced/parallel/X-parry (per combatant)
- m. Two attacks with dagger (cut and thrust)
- n. Two parries with dagger (one across the body)
- o. Three prises de fer: a croisé, an envelopment, a bind
- p. One wound or disarm

14.2. Unarmed (all per fight unless noted)

- a. Two punches (one contact, one non-contact) (per combatant)
- b. One stomach punch
- c. One elbow attack
- d. One slap
- e. One blocked punch
- f. Three different knaps (per combatant)
- g. Two kicks
- h. One knee attack
- i. One fall or roll (per combatant)
- j. One throw or flip
- k. One strangle
- l. One hair pull
- m. One avoidance (per combatant)
- n. One lock
- o. One release

14.3. Swashbuckling Sword (All per fight unless noted)

(The weapon used should be a single-handed sword similar to a modern fencing sabre with a guard and a light epee or musketeer type blade.)

- a. Footwork: On-line footwork to include advance, retreat, pass forward, pass back, lunge and advance-lunge or patinado (per combatant) and one appel or balestra (per fight).
- b. Attacks in all lines
- c. Pointwork: a degagé, a deception of parry, a doublé, a coupé
- d. One repeating attack sequence (such as consecutive Piston Thrusts or a poop-deck type sequence)
- e. One parry/riposte sequence (eg. 1st or 2nd counter riposte) (may be thrusts or cuts)
- f. One molinello (per combatant)

- g. One feint cutting attack
- h. A horizontal and a diagonal slash (with avoidance) (one per combatant)
- i. One beat attack
- j. One corps-à-corps
- k. One hanging parry 5 or 5A used to defend against a downward cut to the head. (per combatant)
- l. Three prises de fer: a croisé, a bind, an envelopment
- m. One wound or disarm

14.4. Smallsword (all per fight unless noted)

- a. Thrusts in all lines (per combatant)
- b. Footwork: (per combatant) advance, retreat, pass forward, pass back, lunge, thwart, slip, cross and traverse
- c. Point work: a coupé, a doublé, a dégagé, deception of parry by derobement (per combatant)
- d. One circular sequence
- e. One volte
- f. One glissade (per combatant)
- g. One renewed attack by remise, reprise, or redoublement
- h. One change beat
- i. One beat attack
- j. One balestra
- k. Three prises de fer: a croisé, an envelopment, a bind (per combatant)
- l. One corps-à-corps
- m. One hand parry
- n. One wound or disarm

14.5. Broadsword (all per fight unless noted)

- a. Cuts in all lines (per combatant)

- b. Two thrusts (different lines) (per combatant)
- c. One horizontal slash (with avoidance)
- d. One diagonal slash (with avoidance)
- e. One running attack
- f. One moulinet (per combatant)
- g. One pommel attack or attempted pommel attack
- h. One bind and one croisé (per combatant)
- i. One reinforced parry (per combatant)
- j. One beat parry (per combatant)
- k. One corps-à-corps
- l. One wound or disarm

14.6. Broadsword and Shield (all per fight unless noted)

- a. Attacks in all lines (per combatant)
- b. Two thrusts (per combatant)
- c. One horizontal slash (with avoidance)
- d. One diagonal slash (with avoidance)
- e. One running attack
- f. One moulinet (with sword)
- g. One bind (with sword)
- h. One shield attack or attempted shield attack
- i. Sword parries in all lines
- j. Shield parries in high and mid lines
- k. One push away with shield
- l. One wound or disarm

14.7. Quarterstaff (all per fight unless noted)

- a. Short form attacks to at least 3 different targets (per combatant)

- b. Short form parries covering at least three different targets (per combatant)
- c. Long form attacks to at least 3 different targets (per combatant)
- d. Long form parries covering at least 3 different targets (per combatant)
- e. One horizontal slash across the head (duck)
- f. One horizontal foot slash (avoidance)
- g. One thrusting attack (either fore or butt end)
- h. One feint
- i. One contact strike
- j. One non-contact strike to head or face
- k. One disarm
- l. One bind with fore or butt end

14.8. Knife (all per fight unless noted)

- a. Knife grips (Two per combatant)
- b. Grip reversals, forward grip to reverse grip, or vice versa
- c. One attack in each line (per combatant) must include two cuts & two thrusts.
- d. One attack at each level
- e. One attack at each range/measure
- f. One wound or kill
- g. Three slashing attacks with avoidance, must include both horizontal and diagonal (per combatant) e.g. horizontal head slash with a duck, horizontal mid-line slash (back, stomach, side) with avoidance, diagonal slash (ascending or descending) with avoidance
- h. Two counter attacks, cut or thrust (per combatant)
- i. Captures (1 of 3 per combatant) from: a trap, hold or lock.
- j. Four blocks (per combatant) at 2 of 3 levels, with at least one happening across the body and one on same side. These may include opposition, deflection, re-direction, cross, parallel or parry.

- k. Checks (1 per combatant)
- l. Active hand techniques (1 of 2 per combatant) from: a transfer or replacement.
- m. Transports (1 of 3 per combatant) from: an envelopment, bind or croisé.
- n. One disarm
- o. One unarmed vs. armed sequence (seven moves to include two blocks and one strike).
- p. Use of star footwork system: thwart, slip, cross traverse and pivot

14.9. Rapier and Cloak (all per fight unless noted)

- a. Footwork: (per combatant) advance, retreat, pass forward, pass back, lunge, thwart, slip, cross and traverse
- b. Thrusts and cuts in all lines
- c. Two different cloak grips (per combatant)
- d. One same side parry with sword (per combatant)
- e. One opposite side parry with sword (per combatant)
- f. One horizontal slash with sword
- g. One diagonal slash with sword
- h. One hidden attack
- i. One same side parry with cloak (per combatant)
- j. One parry across the body with cloak (per combatant)
- k. One circular parry with cloak
- l. One defensive cloak technique above head level
- m. One contact strike with cloak
- n. One attempted strike with cloak (with avoidance)
- o. One distraction technique with cloak
- p. One disarm (may be cloak or rapier)

15. Weapon Certificate Renewal

- 15.1. In order to gain access to a renewal workshop, students must present a certificate that is either current or that has expired within the previous two years.
- 15.2. The BASSC will only adjudicate Weapon Certificate Renewals taught by CTs of the BASSC unless the teacher fits the following description: any BASSC member who is currently undertaking formal training on the Teacher Training Programme, Teacher Certification Workshop or the probationary period.
- 15.3. Students may renew weapon certification by attending a full FPT course in that weapon. In this case, it is possible for students to change the grade of the weapon certification. Where renewal is undertaken at a renewal workshop and a Pass is achieved in the adjudication, then the grade remains the same as the original certification.
- 15.4. The workshop will be a minimum of six (6) hours per weapon, divided into two sessions.
- 15.5. The first session will be a minimum of two (2) hours and will be devoted to technique drills and exercises covering all the required moves of the FPT of the individual weapon.
 - 15.5.1. The second part of the session will be devoted to teaching an FPT fight.
 - a. The fight will be no longer than one (1) minute in length.
 - b. The fight should include 18-24 paired moves incorporating as many of the required moves for an FPT as possible.
 - c. The combatants will perform the fight at performance speed and with acting beats. Actions and objectives should be carefully worked out. The fight need not include dialogue.
- 15.6. Details of the renewal FPT will be submitted in accordance with [Article 13.9](#).
 - 15.6.1. The CT, or BASSC member meeting the description in Article 15.2, will be presented with proof of each student's BASSC expired or expiring weapon certificate to check their eligibility to access the renewal workshop.
- 15.7. The renewal workshop FPT will be adjudicated by a BASSC approved Fight Examiner.
 - 15.7.1. The Fight Examiner will take into consideration the CT's review of each student when making the final decision.
 - 15.7.2. Candidates who take the FPT may 'Not Pass' or 'Pass'.
 - 15.7.3. Renewal will occur at the level last attained.

- 15.7.4. The examiner's fees will be the same as those for adjudicating any other BASSC FPT as outlined in Section 28 Fees & Charges Index.
- 15.7.5. Student Test fees for a renewal workshop FPT will be the same as the fees for all other BASSC FPTs as outlined in Section 28 Fees & Charges Index.
- 15.7.6. If a BASSC approved Fight Examiner cannot be present, the renewal workshop FPT can be assessed by video in accordance with Article 13.17. The Fight Examiner will adjudicate the students based on the video and the teacher's recommendations and complete the adjudication in compliance with Article 13.19.

16. The Junior Grade Award

- 16.1. The JGA is the means by which students between the ages of 14 - 18 can test to obtain their Junior Grade Award in Single Rapier and Unarmed Combat.
- 16.2. Any student under the age of 18 is deemed a child under law in the UK. The legal requirements for child safeguarding are extensive and for this reason the BASSC will not run JGAs under its own auspices. CTs who wish to run a JGA should do so through a school or organisation that has appropriate child safeguarding policies in place and CTs should make themselves fully aware of the requirements of those policies before undertaking the teaching of a JGA. It is strongly recommended that JGAs are not run by CTs independently under their own auspices.
- 16.3. In order to take the JGA students must have a minimum of thirty (30) contact teaching hours with a BASSC CT.
- 16.4. The rules and guidelines for all JGAs are as follows:
 - 16.4.1. All JGAs must be adjudicated by a member of the Board of Examiners or their appointee.
 - 16.4.2. The JGA may be divided into two parts. Part One is compulsory and Part Two will be held at the discretion of the Fight Examiner.
 - 16.4.3. Both weapon disciplines must be performed in a single scene. Each scene performed for the JGA may not exceed three (3) minutes.
 - 16.4.4. Part One of the JGA is the performance of the choreography within the context of a scene, in which the performance is both safe and dramatically effective.
 - 16.4.5. The choreography must include the minimum compulsory techniques set down by the BASSC (see Section 17.00 Minimum Compulsory Techniques for the Junior Grade Award below).
 - a. The BASSC suggests that all scenes come from dramatic literature.

- b. The scene must establish character and a cause for the fight, as well as demonstrate an appropriate level of emotional commitment to the staged violence.
 - c. The choice of character should not interfere with the combatant's ability to perform the required techniques in a realistic manner, either for comic or dramatic effect. There must be a sense of tension and potential danger in the fight.
 - d. Dialogue within the choreography of the fight should be restricted to lines that enhance and relate to the action.
 - e. The combatants will perform the fight at performance speed and with acting beats. Actions and objectives should be carefully worked out.
 - f. The performance should take place in a proscenium format.
 - g. Part One of the JGA is open to the public at the discretion of the CT.
 - h. Part One is adjudicated based on Safety, Intention, Technique and Overall Performance.
- 16.4.6. Part Two will be based on techniques from the BASSC JGA set moves or the choreography from Part One. This part of the JGA is closed to the public. The purpose of Part Two is to allow the Fight Examiner to clarify technical or performance issues arising from Part One, should the Fight Examiner deem it necessary.
- 16.4.7. Teachers should devote an equal amount of time to the coaching of each fight test scene.
- 16.4.8. It is the responsibility of the teacher to be familiar with and follow BASSC rules for adjudication of the JGA, including, but not limited to, the compulsory moves for Part One of the JGA.
- 16.4.9. The BASSC will only adjudicate JGAs taught by CTs of the BASSC, unless the teacher fits the description set out in Article 13.7.11.
- 16.4.10. No teacher, including Fight Examiners, can adjudicate their own students.
- 16.4.11. Weapons used during rehearsal and performance of the JGA must be practical, well-maintained, and safe stage weapons of the historical period.
- 16.4.12. A fully stocked First Aid Kit and ice packs must be on site and easily available at all adjudications.
- 16.4.13. The adjudicating Fight Examiner has the right to cancel the adjudication at any time if the above regulations have not been adhered to, or if the Fight Examiner feels that the weapons or choreography are unsafe.

- 16.4.14. The BASSC cannot be held responsible for any accident or injury that may occur as a result of participation in or observation of the JGA. Prior to the start of JGA course the CT will obtain a signed BASSC release form from the parents or guardians of the student.
- 16.5. Video Recording of Junior Grade Awards
- 16.5.1. Video recording of any nature is strictly prohibited for all JGAs when they are adjudicated live.
- 16.5.2. If a BASSC approved Fight Examiner cannot be present, the JGA can be assessed by video in accordance with Article 13.17.
- 16.6. Details of the JGA will be submitted in accordance with Article 13.9.
- 16.7. Candidates who take the JGA may 'Not Pass', or 'Pass'. Gradings are as follows:
- a. Not Pass
 - b. Junior Award
 - c. Junior Gold Award
- 16.8. The Fight Examiner's decision is final.
- 16.9. The Fight Examiner and the CT must both sign and date the JGA Results form, and the CT is responsible for sending the form to the BASSC Secretary.
- 16.10. There is a non-refundable student test fee for all JGAs.
- 16.10.1. The current fee schedule is outlined in Section 28 Fees & Charges Index.
- 16.10.2. The CT is responsible for the collection of student fees and payment thereof to the Treasurer of the BASSC
- 16.11. The host school or organisation will pay:
- 16.11.1. A registration fee as outlined in Section 28 Fees & Charges Index. However, if the test involves fewer than ten (10) students, the fee will be reduced to a set fee per student as outlined in Section 28 Fees & Charges Index.
- 16.11.2. Travel expenses for the Fight Examiner.
- 16.12. The CT is responsible for maintaining the weapons and a reasonably safe working space.
- 16.13. If a Fight Examiner cancels a JGA because of an infraction of the rules (see article 16.4.13) and the school subsequently refuses payment, the BASSC will cover the Fight Examiner's expenses.

- 16.13.1. Students who pass a Junior Grade Award become Associates of the BASSC. If they choose to join the BASSC they become Associate members.
- 16.14. JGA recognition expires three years from the date of issue.
- 16.15. The British Academy of Stage & Screen Combat, its officers, its teachers and members as individuals disclaims responsibility for injury to students, teachers, or audience members as a result of the Junior Grade Award adjudication. Organisations desiring to have the BASSC adjudicate students in a JGA assume all responsibility and liability for accidents, injury, and weapon failure, during both the training process and the adjudication itself. It is the responsibility of the CT to make this known to the organising body at the start on any certification course. Any organising body's failure to agree to assume such liability makes such an organisation ineligible for BASSC adjudication.

17. Minimum Compulsory Techniques for the Junior Grade Award and Introduction to Combat Award.

17.1. Unarmed (all per fight unless noted)

- a. Two punches - non-contact (per combatant)
- b. One slap - non-contact
- c. One blocked punch
- d. Two different knaps (per combatant)
- e. One kick - non-contact
- f. One fall or roll
- g. One strangle or hair pull

17.2. Single Rapier (all per fight unless noted)

- a. Point work: a dégagé and a deception (per combatant)
- b. One prise de fer (per combatant)
- c. Thrusts and cuts in three lines (per combatant)
- d. Footwork: (per combatant) advance, retreat, pass forward, pass back, lunge
- e. One beat attack (per combatant)
- f. One horizontal slash to the stomach (with avoidance)

- g. One disarm, wound or kill

18. The British National Stage Combat Workshops

- 18.1. The BASSC will sponsor annual workshops under the name The British National Stage Combat Workshops (hereafter BNSCW).
- 18.2. Workshops that may be offered during the BNSCW are:
- 18.2.1. Actor Combatant Workshop (ACW) (Rapier & Dagger and Unarmed Combat as listed in Article 14.1 and 14.2 above)
 - 18.2.2. Intermediate/Advanced Actor Combatant Workshop (I/AACW) (Two or three other weapons from the weapons disciplines, listed in Article 14.3 – 14.9 above. The Weapons disciplines on offer will be subject to annual review)
 - 18.2.3. Renewal workshops for Actor Combatant FPT and other weapons from the recognised weapon disciplines, listed in Article 14.3 – 14.9 above which are not being taught at Intermediate/Advanced Actor Combatant Workshop.
 - 18.2.4. Other workshops on related subjects and Continuing Professional Development workshops for BASSC CTs, MTs and training teachers.
 - 18.2.5. The Teacher Certification Workshop incorporating an Introduction to Combat Award Workshop. (This workshop is held triennially at the discretion of the EC and Teacher Review Board)
- 18.3. The TCW / ACW / IAACW Workshops will not necessarily run concurrently nor at the same venue.
- 18.4. Students wishing to enter the Intermediate/Advanced Actor Combatant Workshop (I/AACW) must have current BASSC certification in Unarmed and Rapier & Dagger or have the equivalent qualification from another stage combat organisation – see 28 International Stage Combat Organisations for list of acceptable qualifications.
- 18.5. Students who have previously passed an FPT may use the BNSCW as a re-certification workshop, pursuant to the requirements of Section 15.
- 18.6. An FPT will be given at the conclusion of the ACW and I/AACW.
- 18.7. The Workshop Co-ordinator will appoint the BNSCW staff according to the selection criteria presented in article 18.8 below. The Executive Committee will approve the staff.
- 18.8. The BNSCW staff selection process is as follows:
- 18.8.1. All applicants will return the completed application, stage combat résumé and covering letter to the Workshop Co-ordinator. The final

due date for applications is six (6) full calendar months prior to the start of the BNSCW.

- 18.8.2. Preference will be given to applicants who have taught at a BASSC sanctioned workshop in the year prior to the final due date for applications.
- 18.8.3. The appointment of teaching staff will be confirmed by the Executive Committee prior to the start of the BNSCW.
- 18.8.4. Lead Teachers are to be BASSC Master Teachers, assigned on the following basis:
 - a. The date the MT last taught as Lead Teacher at the BNSCW: most recent having lowest priority; least recent having highest priority.
 - b. Their seniority, based on the date of being awarded Master Teacher status.
- 18.8.5. In the event of there not being enough Master Teachers available to fill the Lead Teacher posts, one or more Certified Teachers will be invited to serve as a Lead Teacher. Invitations will be offered according to the following order of criteria:
 - a. The CT must have taught at least two (2) FPTs. Preference will be given to teachers who have taught to FPT the weapon they are being invited to teach as Lead Teacher.
 - b. The date the CT last taught as Lead Teacher at the BNSCW: most recent having lowest priority; least recent having highest priority
 - c. Their seniority, based on the date of being awarded Certified Teacher Status.
- 18.8.6. If there are 2 CTs and 2 MTs on the workshop then there should be an MT in each workshop.
- 18.8.7. The Workshop Co-ordinator may not be contracted as a Lead Teacher or Teaching Assistant but may provide teaching cover on the ACW, IAACW, or renewal workshops if required.
- 18.8.8. Any CT whose application to be a Lead Teacher at the ACW or IAACW is not successful may be invited to be a Lead Teacher on any renewal workshop(s) that is also being run at the BNSCW.
 - a. The CT meets the requirements for Lead Teacher in accordance with 18.8.5 above.
- 18.8.9. The selection process of teachers specifically requesting to teach on renewal workshops taking place at the BNSCW is not part of the general teaching rotation described in 18.8.4 and 18.8.5.
- 18.8.10. Teaching Assistants are to be given preference on the basis of their BASSC Status. The order of priority is:

- a. BASSC Probationary Teachers who have been assigned TA duties as part of their probation
 - b. BASSC CTs, in accordance with 18.8.5 above.
- 18.8.11. A successful teaching application will mean that, for future BNSCWs, that teacher will drop to the back of the queue within their category, and any future applications will be assessed on the basis of which applicant is next in the queue.
- 18.8.12. The Workshop Co-ordinator in the year following their last term as Co-ordinator will be placed at the front of the queue within their category until they have a successful teaching application at which point they will drop to the back of the queue as in 18.8.11.
- 18.8.13. It is the responsibility of the Workshop Co-ordinator to maintain an up-to-date record of the rotation scheme for teachers at the BNSCW.
- 18.8.14. Interns are to be given preference on the basis of their BASSC status. The order of priority is:
 - a. Advanced BASSC A/Cs
 - b. Intermediate BASSC A/Cs
 - c. BASSC A/Cs
- 18.8.15. Preference will be given to A/Cs who have a certificate in either of the weapons to be taught on the IAACW.
- 18.8.16. In the event that there are more interns applying than positions, preference will be given to those who have not interned before. If all potential interns have been on staff those who were on most recently will be selected last. Subject to the selection process outlined in 18.8.14 and 18.8.15) being followed.
- 18.8.17. A/Cs living abroad who apply to be interns are responsible for their own travel and accommodation costs.
- 18.9. Anyone wishing to observe BNSCW classes must apply to the BNSCW co-ordinator for prior permission.
 - 18.9.1. BNSCW staff members (assistants, interns etc.) are allowed to observe or take classes with the permission of the teacher of that individual class.
 - 18.9.2. All BASSC CTs are welcome to observe classes with prior consent of the BNSCW co-ordinator and may participate in classes only with the permission of the teacher.

19. Teacher Training Programme

- 19.1. A Teacher Training Programme (hereafter TTP) will be held once every three years and will run for one academic year concluding with the Teacher Certification Workshop.
- 19.2. The Executive Committee will appoint a TTP Co-ordinator.
 - 19.2.1. The TTP Co-ordinator will submit a budget to the Executive Committee for its approval.
 - 19.2.2. The TTP Co-ordinator is responsible for the scheduling of all classes and events at the TTP.
 - 19.2.3. The TTP Co-ordinator will receive a fee set by the Executive Committee.
- 19.3. The date of application for the TTP is 1st July in the year preceding the TCW. Applications should be made to the TTP Co-ordinator.
- 19.4. The Entry requirements are:
 - 19.4.1. A covering letter or email
 - 19.4.2. A comprehensive, up-to-date professional résumé
 - 19.4.3. Proof of BASSC membership on entry to the TTP
 - 19.4.4. Proof of current Advanced Actor/Combatant status in the BASSC.
 - 19.4.5. Documentation showing that the applicant has passed all BASSC recognised weapons/movement disciplines. Rapier & Dagger, Sword & Shield, Broadsword, Unarmed Combat, Smallsword, Quarterstaff, Single Rapier, Rapier & Cloak, and Knife
 - 19.4.6. A certificate in First Aid (Emergency First Aid at Work or above or equivalent qualification).
 - 19.4.7. A certificate in Mental Health First Aid from a course of at least one (1) day in duration.
 - 19.4.8. Supportive materials that help demonstrate an advanced skill level in the performance of the stage combative arts.
 - 19.4.9. An application fee as outlined in Section 28 Fees & Charges Index.
 - 19.4.10. Letters of recommendation from the following:
 - a. At least two letters from separate BASSC Certified Teachers (each with at least five years teaching experience for the BASSC) who are not members of the Teacher Review Board.
 - b. A further professional reference (eg, Head of Department, Director, employer).

- 19.5. Selection of the candidates on to the TTP will be made by the Teacher Review Board.
- 19.6. Candidates on the TTP will be issued a formal contract prior to commencing the programme defining the timetable and expectations of candidates and teachers and possible outcomes and options in relation to the TTP, TCW and any subsequent probation period.
- 19.7. Fee Payment
 - 19.7.1. Fifty (50) % of the TTP fee is payable upon acceptance to the TTP, the remaining balance becomes due 28 February of the TCW year. The current fee schedule is available from the TTP Co-ordinator.
 - 19.7.2. If a candidate chooses to withdraw from the TTP funds will not be reimbursed.
 - 19.7.3. If a candidate fails to meet the fee schedule they may be removed from the TTP.
- 19.8. An assessment will be made of each student on the TTP and will be presented to the student at the end of the TTP in an exit interview with the TTP Co-ordinator and assessing staff. In order to proceed to the Teacher Certification Workshop candidates must pass the TTP.
- 19.9. In the event of a candidate not passing the TTP, the TRB will decide on what options are possible to enable the candidate to meet the requirements of the TTP and TCW and whether any additional fee is payable by the candidate as a result. The candidate will need to agree to a formal contract defining the format, timetable and terms which must be met. A CT or MT who is not the TTP or TCW Co-ordinator will oversee any probation period.

20. Teacher Certification Workshop

- 20.1. The Teacher Certification Workshop (hereafter TCW) will be run every three (3) years, after the conclusion to the TTP at the discretion of the EC and TRB.
- 20.2. The Executive Committee will appoint a TCW Co-ordinator.
 - 20.2.1. The TCW Co-ordinator will submit a budget to the Executive Committee for its approval.
 - 20.2.2. The TCW Co-ordinator is responsible for the scheduling of all classes and events at the TCW.
 - 20.2.3. The TCW Co-ordinator will receive a fee set by the Executive Committee.
- 20.3. The Co-ordinator will appoint the TCW staff from amongst the Master Teachers of the BASSC. The Executive Committee will approve the staff.

- 20.4. An assessment will be made of each student on the TCW, and will be presented to the student at the end of the workshop in an exit interview with the TCW Co-ordinator, staff, and any senior members of the BASSC invited to join the panel.
- 20.5. Candidates on the TCW will be asked to provide feedback on the TTP and TCW syllabus, format and teaching to give input into future development of the teacher training process.
- 20.6. Candidates on the TCW may
 - a. Receive recognition as a BASSC Certified Teacher
 - b. Receive recognition as a BASSC Probationary Teacher
 - c. Not Pass.
- 20.7. To become a Certified Teacher a candidate must have been a member in good standing for three years.
- 20.8. The decisions of the TCW staff are final.

21. The Introduction to Combat Award

- 21.1. The Introduction to Combat Award (ICA) is the means by which student teachers on the TCW are assessed through observed teaching. It does not exist as a certificate or award outside the TCW and may not be offered as an alternative to a single weapon or Actor/Combatant FPT.
- 21.2. The ICA is open to students of the age 18 or over who can test to obtain their ICA certificate in Single Rapier and Unarmed Combat.
 - 21.2.1. In order to take the ICA students must have a minimum of thirty (30) contact teaching hours with a student teacher(s) on the TCW.
- 21.3. The rules and guidelines for the ICA are as follows:
 - 21.3.1. All ICAs must be adjudicated by a member of the Board of Examiners or their appointee.
 - 21.3.2. The ICA may be divided into two parts. Part One is compulsory and Part Two will be held at the discretion of the Fight Examiner.
 - 21.3.3. Both weapon disciplines must be performed in a single scene. Each scene performed for the ICA may not exceed three (3) minutes.
 - 21.3.4. Part One of the ICA is the performance of the choreography within the context of a scene, in which the performance is both safe and dramatically effective.

- 21.3.5. The choreography must include the minimum compulsory techniques set down by the BASSC (see Section 17.00 Minimum Compulsory Techniques for the Introduction to Combat Award).
- a. The BASSC suggests that all scenes come from dramatic literature.
 - b. The scene must establish character and a cause for the fight, as well as demonstrate an appropriate level of emotional commitment to the staged violence.
 - c. The choice of character should not interfere with the combatant's ability to perform the required techniques in a realistic manner, either for comic or dramatic effect. There must be a sense of tension and potential danger in the fight.
 - d. Dialogue within the choreography of the fight should be restricted to lines that enhance and relate to the action.
 - e. The combatants will perform the fight at performance speed and with acting beats. Actions and objectives should be carefully worked out.
 - f. The performance should take place in a proscenium format.
 - g. Part One of the ICA is open to the public at the discretion of the student teacher and the TCW Co-ordinator.
 - h. Part One is adjudicated based on Safety, Intention, Technique and Overall Performance.
- 21.3.6. Part Two will be based on techniques from the BASSC ICA set moves or the choreography from Part One. This part of the ICA is closed to the public. The purpose of Part Two is to allow the Fight Examiner to clarify technical or performance issues arising from Part One, should the Fight Examiner deem it necessary.
- 21.3.7. Student teachers should devote an equal amount of time to the coaching of each fight test scene.
- 21.3.8. It is the responsibility of the teacher to be familiar with and follow BASSC rules for adjudication of the ICA, including, but not limited to, the compulsory moves for Part One of the ICA.
- 21.3.9. The BASSC will only adjudicate ICAs taught by student teachers at the Teacher Certification Workshop.
- 21.3.10. No teacher, including Fight Examiners, can adjudicate their own students.
- 21.3.11. The CT is responsible for maintaining the weapons and a reasonably safe working space.

- 21.3.12. Weapons used during rehearsal and performance of the ICA must be practical, well-maintained, and safe stage weapons of the historical period.
- 21.3.13. A fully stocked First Aid Kit and ice packs must be on site and easily available at all adjudications.
- 21.3.14. The adjudicating Fight Examiner has the right to cancel the adjudication at any time if the above regulations have not been adhered to, or if the Fight Examiner feels that the weapons or choreography are unsafe.
- 21.3.15. The BASSC cannot be held responsible for any accident or injury that may occur as a result of participation in or observation of the ICA.
- 21.3.16. Video Recording of Introduction to Combat Awards
- 21.3.17. ICAs at the TCW can be videoed for BASSC training purposes upon receiving appropriate waivers from students.
- 21.3.18. If a BASSC approved Fight Examiner cannot be present, the ICA can be assessed by video in accordance with Article 13.17.
- 21.4. Details of the ICA will be submitted in accordance with Article 13.9.
- 21.5. Candidates who take the ICA may 'Not Pass', or 'Pass'. Gradings are as follows:
 - a. Not Pass
 - b. ICA Award
 - c. ICA Gold Award
- 21.6. The Fight Examiner's decision is final.
- 21.7. The Fight Examiner and the CT must both sign and date the ICA Results form, and the CT is responsible for sending the form to the BASSC Secretary.
- 21.8. There is a non-refundable student test fee for all ICAs.
 - 21.8.1. The current fee schedule is outlined in Section 28 Fees & Charges Index.
- 21.9. If a Fight Examiner cancels an ICA because of an infraction of the rules (see Article 21.3.14) the BASSC will cover the Fight Examiner's expenses.
 - 21.9.1. Students who pass an Introduction to Combat Award become Associates of the BASSC.
 - 21.9.2. Students who pass an Introduction to Combat Award and become members of the BASSC become Associate members.
 - 21.9.3. ICA recognition expires three years from the date of issue.

- 21.9.4. The ICA is not a renewable certification but students who pass an ICA at the TCW may attend the basic workshop at the BNSCW at a discounted rate while the ICA certificate is current.
- 21.10. The British Academy of Stage & Screen Combat, its officers, its teachers and members as individuals disclaims responsibility for injury to students, teachers, or audience members as a result of the Introduction to Combat Award adjudication.

22. Teacher Review Board

- 22.1. A Teacher Review Board (hereafter TRB) will be convened in the January of the TTP calendar year.
- 22.2. The EC will appoint the TRB to serve for a period of three years,
- 22.3. The TRB will be appointed utilising the following guidelines.
 - 22.3.1. The TRB shall be composed of 5 members
 - 22.3.2. The Vice-President shall chair the TRB
 - 22.3.3. The TCW and TTP co-ordinators shall automatically be on the TRB
 - 22.3.4. The remaining positions shall be offered to MTs according to seniority
 - 22.3.5. Should there still be vacancies, these shall be offered to CTs according to seniority
 - 22.3.6. The Vice-President shall have the option of co-opting staff of sufficient seniority should s/he feel it necessary.
- 22.4. The purpose of the TRB shall be as follows:
 - 22.4.1. To set the requisite entry qualifications for the following TTP and TCW.
 - 22.4.2. To determine the syllabus and format of the TTP and TCW.
 - 22.4.3. To oversee the application and acceptance procedures for the TTP and the TCW.
 - 22.4.4. To oversee CT probations as set by the TCW exit panel, add/amend probation if deemed necessary and adjudicate the end of probations.

23. Board of Examiners

- 23.1. Applications to become an Examiner should be sent to the BASSC Vice-President.
- 23.2. The Executive Committee will decide on the success of an application. The decision of the Executive Committee is final.
- 23.3. Initial requirements for entry onto the Board of Examiners (known as Stage One (1)) are:
 - 23.3.1. Membership of Equity's Fight Directors' Register for a minimum of three (3) years OR Master Teacher status within the BASSC
- 23.4. Once a candidate has met the stage one (1) criteria they will proceed to stage two (2) (Examiner induction). This induction will be organised by an Examiner, nominated by a majority vote of the full Board of Examiners. It will consist of:
 - a. Mock video adjudications with a minimum of two (2) members of the Board of Examiners
 - b. Attending and shadow marking a minimum of three (3) live FPT adjudications
- 23.4.1. No fee will be paid to the candidate for either 23.4.a or 23.4.b
- 23.4.2. Reasonable travel expenses within the UK will be paid for the candidate by the BASSC. The candidate should always confirm with the EC prior to disbursing any funds
- 23.5. Upon completion of stage two (2) to the satisfaction of the Board of Examiners, they will, upon a majority vote, propose that the EC accept the candidate onto the Board of Examiners. The EC will vote on the proposal, and if it is passed, from that point the candidate will be allowed to examine FPTs.
- 23.6. Their first two FPTs will be audited live by a member of the Board of Examiners to complete the induction process. The Secretary of the BASSC will request a current Examiner to act in this role when assigning the new Examiner these FPTs. A fixed fee of £150 per FPT will be paid by the BASSC to the auditor.
- 23.7. The Master Teacher rep, or their appointed proxy, will be responsible for issuing Fight Examiners with a supply of certificates.

24. Regional and International Workshops

24.1. The BASSC currently has reciprocity with the following stage combat organisations and workshops outside the UK

24.1.1. Organisations

- a. The Society of American Fight Directors ([SAFD](#))
- b. Fight Directors Canada ([FDC](#))
- c. Society of Australian Fight Directors (<https://safdi.org.au/>)
- d. Nordic Stage Fight Society (NSFS) www.nordicstagefight.com
- e. Stage Combat Deutschland www.stage-combat.de
- f. Stage Combat Norway <http://www.stagecombat.no/>

24.1.2. Workshops

- a. Winter Wonderland Workshop Chicago www.macenfp.org
- b. Brawl of America, Minneapolis, Minnesota, USA)
www.brawlofamerica.weebly.com
- c. Summer Sling (New York) www.summerslingnyc.com
- d. The Fredricksen Intensive (Ann Arbor, Michigan, USA)
www.thefredricksen.com

24.2. As per Section 29, students from these organisations who have the equivalent qualifications to BASSC certification in Rapier & Dagger and Unarmed are acceptable for entry to the IAACW at the BNSCW. Similarly, students who have BASSC certification in Rapier & Dagger and Unarmed may enter equivalent intermediate/advanced workshops run by these organisations.

24.3. Students who are current members of the BASSC, or these organisations, are entitled to a member discount at workshops where member discount from the host organisation is offered.

24.4. Where a workshop run by these organisations includes a BASSC CT as a lead teacher and at least one other BASSC CT on the staff, it may be deemed a BASSC sanctioned workshop and the BASSC will advertise the workshop in BASSC electronic publications, social media and on its website, where requested by the organisers.

24.5. Where a BASSC workshop has two (2) teachers from other organisations on the staff, the BASSC will ask that organisation to advertise the workshop in their publications, social media and website. Teachers from other organisations may not teach BASSC FPTs on BASSC workshops unless they are qualified BASSC CTs.

25. Non-BASSC Events

- 25.1. BASSC Teachers and Actor/Combatants wishing to represent the BASSC in non-BASSC events at stage combat competitions, conferences and exhibitions, may apply to the Executive Committee to seek funding to support their attendance.
- 25.2. All applications to represent the BASSC and for funding must be made initially two (2) months prior to application to the event.
- 25.3. All applications to represent the BASSC officially must include the following:
 - 25.3.1. Name and type of event
 - 25.3.2. Dates and location of the event
 - 25.3.3. Closing date for applications to the organiser of the event
 - 25.3.4. A letter of intent demonstrating clearly:
 - a. what activities will be undertaken by participants at the event, eg teaching, performing, giving a presentation.
 - b. how participation in the event will raise awareness of the BASSC and promote its activities and membership
 - 25.3.5. Proposed numbers of those attending and
 - a. how selection of participants will occur
 - b. all those applying for funding must be existing BASSC members
 - 25.3.6. A detailed budget breakdown to include costs, where applicable, for all participants for:
 - a. attendance fees
 - b. all travel
 - c. accommodation
 - d. visas
 - e. any other related costs, eg space hire for rehearsals, etc
 - 25.3.7. The budget should also include:
 - a. any income to be received from participation, eg teaching fees, travel and accommodation assistance from organisers
 - b. any financial assistance from organisers, eg waiving of fees or other expenses
 - c. any other sources of funding who have or will be approached.

- 25.3.8. Funding will only be available for BASSC MTs, CTs and A/Cs who are members of the BASSC.
- 25.4. Applicants should ensure that the Executive Committee is kept updated on any changes in the participants, budget and other matters which may affect their application.
- 25.5. All applications will be considered by the Executive Committee on an individual basis and any awards for funding will be at the discretion of the Executive Committee.
- 25.6. The Executive Committee may set conditions for approval of the application and the award of any funding. All participants must confirm to the Executive Committee that they agree to those conditions prior to approval and any funding being awarded.
- 25.7. The Secretary will notify the applicant of the Executive Committee's decision.
- 25.8. The Treasurer will arrange payment for any funding award to the applicants.
- 25.9. In the event of cancellation of the event, any funding award will be returnable to the BASSC. Applicants should consider taking out appropriate insurance to cover this eventuality.
- 25.10. To the extent possible, the BASSC will advertise the event in BASSC publications, social media and on its website.
- 25.11. The BASSC shall not be liable for any accident, injury or other loss, personal or financial, as a result of participation in any such event where the participants are representing the BASSC.

26. Fight Director's Assessment Course

- 26.1. The BASSC does not train fight directors in any sense of the term, and takes no responsibility for the actions of any of its members while they work as fight directors. However, in conjunction with the other major UK Stage Combat certification bodies, it has agreed to provide a service to the Actors' Union Equity. At the request of either the union's Register of Fight Directors, or an Equity approved candidate for said Register, the BASSC may organise and facilitate a Fight Director's Assessment Course. This is purely a logistical and administrative exercise for the benefit of Equity, and in no way commits the BASSC to any legal liability regarding the training of, or acknowledgment of fight directors. The term fight director has no definition within the BASSC and does not refer to any membership category.
- 26.2. The Executive Committee will appoint a FDAC Co-ordinator.
- 26.2.1. The FDAC Co-ordinator will submit a budget to the Executive Committee for its approval.

- 26.2.2. The FDAC Co-ordinator is responsible for the scheduling of all classes and events at the FDAC.
- 26.2.3. The FDAC Co-ordinator will receive a fee set by the Executive Committee.
- 26.2.4. The FDAC Co-ordinator will set the dates and venue for the FDAC.
- 26.2.5. The FDAC Co-ordinator will appoint the staff from members of the Equity Fight Directors Register in accordance with current Equity guidelines and requirements.
- 26.3. An assessment will be made of each candidate on the FDAC, and will be presented to the candidate at the end of the FDAC in an exit interview with the FDAC staff.
- 26.4. Candidates on the FDAC may:
 - a. Pass
 - b. Not Pass.
- 26.5. The decisions of the FDAC staff are final.
- 26.6. The decision of the FDAC staff will be submitted to the Equity Council for approval.
- 26.7. The Equity approved candidate is responsible for paying all fees.

27. Sub-committees

- 27.1. Sub-committees, if approved by the Executive Committee, may be formed to review and update any and all of the BASSC documentation or day to day running.
- 27.2. The President shall serve as an adviser to all Sub-committees

28. Fees & Charges Index

MEMBERSHIP FEES

Membership on day of 1 st FPT	Free. (1 year basic membership until AGM 2019)
Membership	£25.00 annually (from 1 January 2016)
Membership Overseas	£25.00 annually
Teacher Membership	£50.00 annually*

* Late submission of CT/MT renewal applications will incur an additional £50 fee.

STUDENT FIGHT TEST FEES (from 1 January 2016)

FPT Fee	£25.00 (payable by student)
JGA Fee	£25.00 (payable by student)
ICA Fee	£25.00 (payable by student)
Recertification Fight Test Fee	£25.00 (payable by student)

ORGANISATION FIGHT TEST FEES (Payable to BASSC)

FPT Fee	£50.00 or £5 per student if less than 10 students.
JGA Fee	£50.00 or £5 per student if less than 10 students.
Multi-Test fee	£75.00 flat fee for 12 months per organisation

FEES PAYABLE TO EXAMINERS

FPT fee	£15.00 per student adjudicated
Travel for the FPT	£TBC. payable by host organisation

TEACHER TRAINING PROGRAMME/ CERTIFICATION WORKSHOP

TTP Application fee	£50.00 payable with application documents
TTP Fee	50% of the fee is payable on acceptance to the TTP.

The remaining fee may be paid in instalments by arrangement with the TTP Co-ordinator and BASSC Treasurer. Please see the TTP Co-ordinator for the current fee schedule.

TCW Fee	100% of the fee is payable on acceptance to the TCW
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Please see the TCW Co-ordinator for the current fee schedule.

BOARD OF EXAMINERS

Auditor's fee	£150.00 per FPT
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29. International Stage Combat Organisations

The following qualifications from other stage combat organisations are considered as equivalent to the BASSC FPT in Rapier & Dagger and Unarmed and acceptable for entry to the IAACW at the BNSCW.

- a) Society of American Fight Directors (SAFD) – Certification in Rapier and Dagger and Unarmed
- b) British Academy of Dramatic Combat (BADC) – Standard Level 1 or above
- c) Academy of Performance Combat (APC) – Intermediate Combatant Level or above
- d) Fight Directors Canada (FDC) – Certification in Rapier and Dagger and Unarmed
- e) Society of Australian Fight Directors (SAFDi) – Certification in Rapier and Dagger and Unarmed
- f) Nordic Stage Fight Society (NSFS) – Certification in Rapier and Dagger and Unarmed Combat
- g) Duelling Arts International - Certification in Rapier and Dagger and Unarmed
- h) Irish Dramatic Combat Academy (IDCA) – Certification in Rapier and Dagger and Unarmed Combat
- i) Stage Combat Deutschland (SCD) - Basic Actor/Combatant Level
- j) Cyrano Stage Fencing Studio Moscow - Certification in Rapier and Dagger and Unarmed
- k) E15 BA Degree in Acting and Stage Combat

30. Amendments passed by EC in operation pending ratification at next AGM

ITEM	Exec date ref.
<p>1.1. Original</p> <p>Any individual may join the British Academy of Stage and Screen Combat (hereafter BASSC) by completing the application form on the website and paying the annual dues. In addition, students are automatically offered free Basic Membership for one year when they take their first FPT with the BASSC.</p>	15/09/2018
<p>Proposed amendment:</p> <p>1.1 Any individual may join the British Academy of Stage and Screen Combat (hereafter BASSC) by completing the application form on the website and paying the annual dues.</p> <p>1.2. The membership period of the BASSC will run as a fixed one year period starting 1 April 2019. All current memberships to extend to that date. From that point forwards all memberships to be renewed at the beginning of April each year. Any memberships taken up after the April start date each year will only run until the following renewal period.</p> <p>1.3. Free memberships offered with the first FPT will continue until the issue is voted on at the AGM 2019.</p>	