

**SKILLBUILD**

DELIVERED BY CITB ■

# COMPETITION RULES

## 2022

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## 1. Overall Responsibility

- 1.1) SkillBuild is a registered trade mark (UK00003347802) of CITB (Registered Charity Numbers 264289 (England & Wales) and SC044875 (Scotland)) and the industry brand name for the WorldSkills UK Competitions in Construction for the following skills;
- Bricklaying
  - Carpentry
  - Furniture and Cabinet Making
  - Joinery
  - Painting and Decorating
  - Plastering
  - Plastering and Drywall Systems
  - Roof Slating and Tiling
  - Stonemasonry
  - Wall and Floor Tiling
  - Foundation Woodwork
- 1.2) Responsibility for the overall conduct of the competitions (Regional Qualifiers and UK National Final), rests with SkillBuild, approved in the role as Competition Organising Partner by WorldSkills UK.
- 1.3) These rules should be read in conjunction with the **WorldSkills UK Competition Rules 2022**. In the event of a conflict, the SkillBuild Competition Rules will override the rules outlined in the **WorldSkills UK Competition Rules**.

## 2. Entry Criteria

- 2.1) To enter a competition in 2022, learners and trainees must have been at least 16 years old on 1 September 2021 and also meet at least one of the following criteria;
- Employed in industry in the UK for less than three years
  - Studying towards a relevant UK qualification
  - Working towards an Apprenticeship in a relevant trade in the UK.
- 2.2) There is no maximum age limit for competitors.
- 2.3) Competitors (or their registrants) must declare at the point of registration that they are able to meet the core competencies outlined on the SkillBuild website for their skill.
- 2.4) The following are not eligible to enter Regional Qualifier and UK National Final competitions;
- WorldSkills UK National Final gold medal winners cannot compete in the same competition in subsequent years
  - WorldSkills UK Squad and Team UK members in any subsequent year as soon as they agree to take up a place in Squad UK.
- 2.5) Competitors can only enter one competition in any given competition cycle.
- 2.6) Competitors should have the support of their college, university, training provider and/or employer to participate in competitions. This support includes being able to compete under competition conditions in a workshop at the competitors home college with college supervision in place. After the point of registration a competitor may not change the organisation they are representing.

- 2.7) There is a maximum limit applied to each registered organisation on the number of competitors that can represent their organisation for competitions. The maximum number of competitors per skill competition is determined by skill and can be found on the pre-registration information.
- 2.8) Evidence may be requested to fulfil these guidelines and failure to do so may result in competitor's places being withdrawn before the competition, or competitors being disqualified after the competition.
- 2.9) Competitors under the age of 18 (those 16 and 17 years old) at the time of their Qualifier competition will require parental/guardian consent to take part. A parental/guardian consent form will be issued upon registration to the competitor, the form must be hand signed and returned to SkillBuild via email (skillbuild@citb.co.uk) within 14 days. If the completed consent form is not received by SkillBuild during this time period the competitor's place in the competition will be withdrawn.

### **3. Entry costs**

- 3.1) SkillBuild competitions are free to enter.
- 3.2) It is the competitor's responsibility to gain authorisation from their college, university, training provider and/or employer for time off to attend competitions. SkillBuild are not liable for any loss of earnings.

### **4. Registration**

- 4.1) By registering to take part, competitors and their representatives are confirming that they will abide by the SkillBuild and **WorldSkills UK Competition Rules** and procedures for the Qualifier and any subsequent competitions.
- 4.2) Registration will take place between 28 February 2022 and 1 April 2022. Applications received outside of these dates will not be accepted.
- 4.3) Amendments to registrations can be made up until the close of competition registration on 1 April 2022.
- 4.4) Name changes after the close of the registration period will only be permitted in exceptional circumstances. Colleges, universities, training providers and/or employers entering competitors should take care to ensure that the competitors they are entering are free and able to take part in both Regional Qualifier and any subsequent competitions before registering them.
- 4.5) Competitors who turn up on the day of competition but have not been registered will not be allowed to compete, regardless of availability of competition spaces.
- 4.6) SkillBuild will endeavour, where possible, to provide reasonable adjustments or special dispensation for those competitors who have declared a physical, sensory or learning difficulty at the point of registration.
- 4.7) Competitor places for Qualifier competitions will be locked five working days before each competition and waiting list places will not be offered after this time.
- 4.8) Competitors and their representatives should read and understand the process for selecting competitors for international competitions, which can be found in the **WorldSkills UK Competition Rules**.
- 4.9) Following successful completion of the registration process, confirmation and all future email correspondence will be sent to both the competitor and their registered representative. Please note that all correspondence will be sent to the email addresses entered into the registration system.

### **5) Health and Safety**

- 5.1) **Competitors must bring and wear appropriate Personal Protective Equipment (PPE) and clothing as required by SkillBuild.**

- 5.2) All activities must comply with the SkillBuild competition practices and risk assessments. Any breaches of health, safety and welfare must be reported to the SkillBuild Team or the skill Judge immediately.
- 5.3) All competitors will receive a health and safety briefing before the start of the competition.
- 5.4) All electrical equipment brought by competitors or their representatives must have a Personal Appliance Test (PAT) certificate within the last 12 months.
- 5.5) Individual competitors are responsible for ensuring that they are fully aware of, and adhere to all health and safety practices, briefings and notices that relate to the SkillBuild competition. Failure to do so may result in disqualification from the competition and being asked to leave the competition venue.
- 5.6) Safe work practices of the relevant industry and the venue must be adhered to at all times.
- 5.7) Only competitors and the adjudicating tutor are permitted to enter competition areas.

## **7. Code of Conduct for Visitors**

- 7.1) Visitors, including employers, teachers, trainers, tutors, parents and the general public, will not be allowed to make any form of contact or communication with competitors during the competition. Any breach could result in the competitor being disqualified from the competition.
- 7.2) If a visitor needs to make contact with a competitor during the competition, they should ask for permission from the adjudicating tutor.
- 7.3) Competitors should inform a skill Judge immediately if a visitor is trying to communicate with them, or if they are being unfairly distracted by any visitor(s).

## **8. During the Qualifier Competition**

- 8.1) Competitors and their representatives must ensure that all competition information is read thoroughly and they are confident with all aspects and requirements of the competition before arrival.
- 8.2) Competitors who arrive late for the competition will not automatically receive additional time.
- 8.3) Unless otherwise stated, there must be no communication between fellow competitors, visitors or representatives during the competition.
- 8.4) Competitors must start and finish work when instructed to do so by one of their adjudicating tutors.
- 8.5) Competitors will have a familiarisation period before the start of the competition. Additional information may be issued in advance by SkillBuild.
- 8.6) Competitors that need to leave the area whilst the competition is in progress must obtain the permission of an adjudicating tutor before doing so.
- 8.7) Once a competitor has finished their project, they can leave the area, even if the competition is still in progress, but will be required to declare to the adjudicating tutor and a skill Judge that they are finished. They will not be allowed to re-enter the competition area until the competition has finished.
- 8.8) Should a competitor feel unwell at any stage of the competition, he or she should make the adjudicating tutor aware immediately.
- 8.9) Competitors who need to repair their own tools or equipment during the competition will not be given additional time unless agreed by a skill Judge.

- 8.10) Competitors are not permitted to take any of the following into the competition area unless otherwise instructed;
- Personal electronic devices, including mobile phones, tablets and MP3 players
  - Written notes, sketches or special aids.
- 8.11) Competitors must not wear headphones or earphones during competition time.
- 8.12) Any competitors found using items that are not permitted during competition working time may be disqualified from the competition.
- 8.13) The Lead Judge, with the support of SkillBuild, will ensure that marking is undertaken fairly and will calculate marks to establish awards.
- 8.14) Should a competitor feel at a disadvantage for any reason before or during the competition, he or she should immediately bring it to the attention of either the adjudicating tutor, the Lead Judge or a member of the SkillBuild Team.

## **9. After the Qualifier Competition**

- 9.1) Each competitor who takes part in a competition through to their completion point will receive a certificate of participation.
- 9.2) Participation certificates will be sent to competitors after the competition.
- 9.3) Awards will not be announced on competition day. Competitors will receive notification of marks and any awards achieved once all aspects of the competition (including the online assessment) are completed.
- 9.4) First, second and third places will not be awarded.
- 9.5) There will not be an awards ceremony and results will not be announced at the competition.
- 9.6) Competitor marks will be checked by both SkillBuild and WorldSkills UK and will only be released once all quality assurance procedures have been completed.
- 9.7) Challenges to the results will be considered through the **SkillBuild Complaints and Appeals Procedure** which can be found on the SkillBuild website.

## **10. Cancellation and disqualification**

- 10.1) SkillBuild and WorldSkills UK reserve the right to cancel competitions. Both organisations will exercise this right with care and inform affected participants at the earliest possible opportunity.
- 10.2) The competition criteria on the SkillBuild website will specify the competencies that it expects a competitor to have, and competitors (or their registrants) are required to confirm they are eligible to compete at the point of registration. Should a registered organisation, on more than one occasion, enter competitors into a competition for which they are clearly under- or over- qualified, SkillBuild has the right to cancel a competitor's place and restrict the entry of competitors from the registered organisation for the following two competition cycles. This decision will be made at the discretion of SkillBuild in consultation with WorldSkills UK.
- 10.3) SkillBuild reserves the right to cancel a competitor's place where it finds competitors or their registered organisation have provided falsified, concealed or provided mis-leading information, either to secure their place, or in an attempt to secure additional places above their allowed limit. SkillBuild also reserves the right to restrict entries from that registered organisation for future SkillBuild competitions.
- 10.4) Any competitor who is deemed to be under the influence of alcohol or drugs will be immediately disqualified and asked to leave the venue.

## 11. Safeguarding

- 11.1) SkillBuild has a commitment to safeguarding the welfare of all young people and adults at risk, who have entered to compete in the SkillBuild competitions and aligns our approach to 'Keeping Children Safe in Education (DfE, 2016)'.
- 11.2) Further information can be found in the **SkillBuild Safeguarding and Prevent Policy**.

## 12. Data Protection

- 12.1) SkillBuild will protect the personal and sensitive information of competitors and their representative's in line with the Data Protection Act 2018 and the European General Data Protection Regulations (GDPR).
- 12.2) For information explaining your legal rights and how we use your information, please view our **Privacy Notice** online at [citb.co.uk/privacy](http://citb.co.uk/privacy).

## 13. Photography

- 13.1) At the time of registration competitors will be asked for their permission for SkillBuild to use non-sensitive personal information (their name and home county), and relevant photographs and video from the competitions, for any publicity purposes in relation to the programme of competitions.
- 13.2) Consent is applied to the images taken and used by SkillBuild only and does not apply to any images taken or used by sponsors, host venues or the general public, for which SkillBuild has no responsibility for or control over such images or their use.
- 13.3) Further details can be found in the **SkillBuild Photography Policy**.

## 14. Declaration of interest

- 14.1) During the management of SkillBuild competitions, SkillBuild will work with a number of industries, organisations and individuals, and it is possible that such links may give rise to potential conflicts of interest.
- 14.2) Further information can be found in the **SkillBuild Declaration of Interest Policy**.

## 15. Contact us

- 15.1) You can contact the SkillBuild Team directly with questions or feedback by;
- Email at [skillbuild@citb.co.uk](mailto:skillbuild@citb.co.uk)
  - Online at [www.goconstruct.org/skillbuild](http://www.goconstruct.org/skillbuild)
  - Post to SkillBuild Team, CITB Head Office, Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY.

### Associated documents:

- 2022: WorldSkills UK Competition Rules 2022
- SB-202/01: Complaints and Appeals Policy
- SB-202/02: Declaration of Interest Policy
- SB-202/12: Safeguarding and Prevent Policy
- SB-202/13: Photography Policy