



JUDOWN COMPETITION HANDBOOK

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CHAPTER 1 – INTRODUCTION

1.1 About the Competition

This competition handbook has been developed as a tool to facilitate the planning and execution of international Judown Championships, whether it is a European Championship (EC) or World Championship (WC). The goal is to ensure a consistent and high-quality experience for both participants and organizers, as well as to promote the sport of judo for individuals with Down syndrome.

The handbook covers everything from classification and competition systems to technical requirements and logistics.

1.2 SUDS – The Governing Body

SUDS (Sports Union for athletes with Down Syndrome) is the international organization with overall responsibility for competitions targeting athletes with Down syndrome.

SUDS:

- Establishes rules for all sports, including judo.
- Manages participant registration and competition approvals.
- Ensures high standards at all events held under its umbrella.

All Judown Championships are organized in cooperation with and under the approval of SUDS.

CHAPTER 2 – ORGANIZATION AND ROLES

2.1 Local Organizing Committee (LOC)

The Local Organizing Committee (LOC) is responsible for the practical execution of the event. Their tasks include:

- Booking and preparing the competition venue.
- Managing logistics for accommodation, meals, transportation, and accreditation.
- Coordinating weigh-ins, competition days, and award ceremonies.
- Communicating with participating nations before, during, and after the event.
- Providing technical equipment, officials, and medical staff.
- Managing competition administration (supported by a digital system such as Smoothcomp, Judoshiai, Judomanager, or Kihap).

The LOC is obligated to follow the guidelines from JUDOWN and SUDS.

2.2 JUDOWN's Role

JUDOWN is responsible for the sporting structure, including:

- Classification and rule interpretation.
- Competition systems and approval of match draws.
- Quality assurance of rules and competition level.

JUDOWN must also invite a representative from JUDOWN and one from SUDS to the event. Travel, accommodation, and meals for these two individuals are covered by the LOC.



2.3 Responsibilities of Participating Countries

Each participating nation is responsible for:

- Ensuring that all participants are correctly registered with SUDS.
- Providing one or more referees to support the organizer.
- Following the guidelines set out in this handbook.

CHAPTER 3 – REGISTRATION AND ACCREDITATION

3.1 Registration of Participants

All participants must be registered through the official registration system approved by JUDOWN and SUDS (e.g. Smoothcomp or similar). Each athlete must be linked to their national federation and registered with SUDS.

Each country must submit the following information:

- Full name of athlete
- Date of birth
- Gender
- Weight category
- Judo grade
- Classification group
- Passport-style photo

3.2 Accreditation

Accreditation badges must be issued to all participants, coaches, referees, volunteers, and staff. These badges grant access to relevant areas and must be worn visibly throughout the event.

The LOC is responsible for producing and distributing accreditation badges.

CHAPTER 4 – CLASSIFICATION

4.1 Judown Classification

Athletes are divided into two categories based on their type of Down syndrome diagnosis:

- **Trisomy 21:** The most common form of Down syndrome, present in approximately 95% of all cases.
- **Mosaic:** A rarer form of Down syndrome where some cells have the typical number of chromosomes, and others have an extra chromosome 21.

This classification is used to ensure fair competition conditions based on medical diagnosis, not skill level or judo experience.

4.2 Classifiers

Classification must be confirmed using medical documentation prior to the event. The organizing committee is responsible for verifying that all participants are correctly categorized.

No functional or sport-specific classification is performed. Only medical classification (Trisomy 21 or Mosaic) applies.



CHAPTER 5 – COMPETITION SYSTEM

5.1 Weight Categories

Athletes are divided into official weight categories according to gender:

Men:

- -50 kg, -55 kg, -60 kg, -66 kg, -73 kg, -81 kg, -90 kg, -100 kg, +100 kg

Women:

- -44 kg, -48 kg, -52 kg, -57 kg, -63 kg, -70 kg, -78 kg, +78 kg

If a judoka is alone in their category, they may be offered the opportunity to move to another category and compete for medals there. However, if they choose to move, they will not receive a medal in the original category. If the judoka chooses to stay in their original category, they will be able to perform a demonstration match with someone from their own team and will be awarded a gold medal in that category.

5.2 Competition Format

The competition will use a round-robin (pool) system whenever possible, to maximize participation and ensure that each athlete gets several matches. The format is selected based on the number of participants in each category:

- 3–5 participants: Round-robin (pool system)
- 6–8 participants: Double pool or double repechage table
- 9 or more participants: Elimination system with repechage

5.3 Match Rules

- **Match duration:** 3 minutes (running time)
- **Golden score:** 1 min
- **Victory:** By ippon, two waza-ari, or referee decision after 1 min golden score
- **Prohibited techniques:** All strangulations (Shime-waza), all armlocks (Kansetsu-waza), and **all sacrifice techniques (Sutemi-waza)** are strictly prohibited — **no exceptions**.
- Safety is the highest priority. The referee may stop the match at any time for safety reasons.

5.4 Medals and Awards

- All participants receive a participation certificate.
- Medals are awarded according to the competition format:
 - Best of 3: 1 gold and 1 silver medal
 - Round-robin (3–5 participants): 1 gold, 1 silver, and 1 bronze medal
 - Double pool (6–8 participants): 1 gold, 1 silver, and 2 bronze medals (both losing semifinalists receive bronze)



- Elimination with repechage (9+ participants): 1 gold, 1 silver, and 2 bronze medals (standard IJF system)
- A judoka who is alone in their category and chooses to stay will perform a demonstration match and receive a gold medal in their original category.
- A judoka who moves to another category will compete for medals in that new category only and will not receive a medal in the original (empty) category.
- Award ceremonies are held according to the schedule determined by the LOC and must be conducted in an inclusive and respectful manner.
- Judokas must wear a white judogi during the medal ceremony.

CHAPTER 6 – COMPETITION VENUE AND LOGISTICS

6.1 Competition Venue Requirements

The competition venue must be **accessible, safe, and inclusive**, with particular consideration for the needs of judokas with Down syndrome or other intellectual or physical disabilities. The following requirements must be met:

- The **tatami area** must include a sufficient number of competition zones, adjusted according to the number of registered athletes.
 - A general rule is approximately **65 competing judokas per mat and per day**.
 - Each competition zone must be at least **7×7 meters**, with a **minimum 3-meter safety area** on all sides, **3 meter between competitions areas**.
 - The tatami used for both the competition and safety area must be **minimum 40 mm thick, non-puzzle style**, and **two-colored**, with one color clearly marking the competition area and the other marking the safety area.
- A **warm-up area** of approximately **10×10 meters**, covered with tatami or **puzzle mats**. Puzzle mats may only be used in the warm-up area, **not in competition zones**.
- **Separate changing rooms** for men and women, each equipped with **toilets and showers**.
- A **spectator area** with clear visibility of the competition zones.
- **Clearly separated areas** for:
 - Athletes
 - Coaches
 - Referees
 - Volunteers
 - Event staff
- A **First Aid and Medical Station**, staffed by **qualified personnel** and located near the tatami area.
- A **private weigh-in area** with appropriate and calibrated equipment.



- An **award ceremony space** with accessible **podium and backdrop**.
- **Full accessibility** for wheelchair users and persons with reduced mobility, including:
 - Ramps or elevators
 - Accessible toilets
 - Barrier-free pathways

6.2 Equipment

The LOC is responsible for providing:

- Tatami mats (in good condition and secured)
- Scoreboards, timekeeping systems, and sound equipment
- Tables and chairs for officials
- Flags, signage, and banners as needed
- Podium and medal ceremony setup
- Computers or tablets for digital competition systems (e.g., Smoothcomp)

6.3 Accommodation and Meals

The LOC must offer accommodation options suitable for teams, coaches, and families. Ideally, these should be:

- Within 30 minutes from the venue
- Accessible
- Offered in multiple price ranges
- Including breakfast and with options for lunch and dinner either at the hotel or near the venue

6.4 Transportation

The LOC should assist with transportation arrangements:

- From the nearest airport/train station to the hotel
- Between hotel and competition venue during the event
- For weigh-ins, ceremonies, or excursions if planned

Shuttle schedules must be clearly communicated in advance.

6.5 Accreditation and Security

- All participants, staff, and volunteers must wear accreditation badges at all times
- Security personnel must be present to ensure a safe and controlled environment
- Access to the competition area should be restricted to authorized individuals only



7.1 Pre-event Communication

Clear and timely communication with all participating countries is essential. The LOC must provide:

- An **official invitation** to all SUDS member countries
- A **competition outline** with key information (dates, venue, accommodation, transport, fees, registration deadlines, etc.)
- Regular **updates** via email and/or the event website
- A dedicated **contact person** for questions and support

All official communication should be provided in **English**.

7.2 Event Website or Information Page

The LOC should maintain an information page or website with:

- Schedule (weigh-ins, meetings, competition times, awards)
- Venue address and maps
- Hotel details and prices
- Travel information
- Rules and classification details
- Contact details for LOC
- Link to registration system

7.3 Media Coverage

To promote the event and the athletes, the LOC is encouraged to:

- Invite local and national **media outlets**
- Publish articles and updates before, during, and after the event
- Use **social media** actively to share stories, photos, and results
- Arrange for **photographers and/or videographers** during the competition

7.4 Consent for Photos and Videos

It is important to collect **media consent** from all participants in advance. This includes:

- Permission for photos and videos to be taken
- Permission to use media content for promotion of JUDOWN, SUDS, and the event

Consent forms must be signed by participants or their legal guardians and archived by the LOC.

CHAPTER 8 – REFEREES AND COMPETITION MANAGEMENT

8.1 Referee Requirements

All matches must be judged by trained and experienced judo referees. Participating countries are encouraged to provide one or more referees.

Requirements:

- National or international referee license (IJF or similar) is recommended



- Good understanding of adapted judo and Judown rules
- English language skills for effective communication
- A respectful and inclusive attitude

Referees will receive a **technical briefing** before the competition to review rules and match management. A **referee meeting should be held the day before the competition** to go through safety guidelines, match procedures, classification considerations, and any event-specific instructions.

Note:

If a country provides one or more referees to support the competition, the **Local Organizing Committee (LOC)** will offer:

- **Accommodation**
- **Meals**
- **Transportation (transfers)** during the event and airport

However, **travel to and from the host country is the responsibility of the participating country**, and **no referee fees or financial compensation** will be paid.

As a gesture of appreciation, it is recommended that the LOC presents a **small token gift** to referees and VIP guests at the end of the event.

8.2 Judging and Safety Focus

The referee's main task is to **ensure safety** and promote a positive experience for the athletes. This includes:

- Stopping dangerous situations immediately
- Supporting fair play
- Making clear and calm decisions
- Encouraging athletes after the match

8.3 Referee Uniform

Referees must wear:

- A **white shirt**
- **Black or grey trousers**
- **Black socks**
- **No footwear** is allowed on the tatami
- A **tie and blazer** may be worn if the temperature in the venue allows
- The referee must also wear their official **referee badge**

All referees are expected to present themselves in a professional and consistent manner throughout the event.

8.4 Competition Management Team

Each competition area (tatami) should be staffed with a structured and rotating team to ensure smooth and safe operations. Recommended staffing includes:

- **Three referees per active match:**



- One referee on the mat (shushin)
- Two side referees (fukushin)
- Referees rotate regularly, with one resting at a time
- **Five referees per tatami** is recommended to allow for rotation and rest. One referee in each group is appointed **tatami supervisor**.
- **Scoreboard operators**: Two per tatami working in pairs, with **1–2 alternates** for rotation and breaks.
- **Computer operator**: One or two dedicated persons responsible for managing the digital system (e.g., Smoothcomp) throughout the event and technical equipment.
- **Competition Director**: Responsible for the overall flow and coordination of the competition, ensuring communication between referees, technical staff, and organizers.

If the referee group is large enough, an **overall referee supervisor** may also be appointed to support and oversee the referee teams across all tatami areas.

8.5 Coaches' Meeting

Before the competition begins, a **joint meeting with coaches and referees** must be held. This meeting should clarify:

- Rules and safety expectations
- Classification handling
- Pool structure and format
- Conduct guidelines
- Communication protocols during matches

The meeting ensures that coaches and referees are aligned, which helps avoid misunderstandings and promotes a smooth and respectful competition.

CHAPTER 9 – SAFETY AND MEDICAL SUPPORT

9.1 Medical Staff

The LOC must ensure that trained **medical personnel** are present at the venue at all times during the competition, including weigh-ins and warm-up periods. The medical team should include:

- At least one licensed **medical doctor or nurse**
- Staff trained in **first aid and trauma care**
- Access to **emergency evacuation procedures** (e.g., ambulance or direct hospital contact)

A **first aid station** must be clearly marked and easily accessible to all participants.

9.2 Emergency Preparedness

The venue must be equipped to handle emergencies. The LOC must ensure:

- An **emergency plan** is in place, including evacuation routes
- All volunteers and staff are briefed on emergency procedures



- Contact information for **local hospitals and emergency services** is readily available
- A means to quickly communicate with the audience and teams in case of emergency (e.g., PA system)

9.3 Injury Management

In case of injury on the tatami:

- The match is **immediately stopped**
- The referee signals for medical assistance
- The medical staff assesses the situation and decides on the athlete's ability to continue
- An injury report may be required depending on the severity

All actions should prioritize athlete safety and dignity.

9.4 Insurance and Liability

Each participating country is responsible for:

- Ensuring that all their participants (athletes, coaches, guides, and accompanying persons such as parents) have valid health and travel insurance.
- Signing any waivers or declarations required by the Local Organising Committee (LOC) or the host nation.

The LOC is **not responsible** for insuring athletes, coaches, guides, or accompanying persons. This responsibility lies entirely with each participating country.

While it is recommended, the LOC is **not required** to hold liability insurance covering the event, venue, volunteers, or spectators.

CHAPTER 10 – CEREMONIES AND AWARDS

10.1 Opening Ceremony

An opening ceremony may be held to welcome all participating countries and set the tone for the championship. The format is flexible and may include:

- **Parade of nations with flags**
- **Short welcoming speeches (e.g., from LOC, JUDOWN, or SUDS representatives)**
- **Cultural performance or entertainment**
- **Official declaration of the event's opening**

Participation should be inclusive, respectful, and adapted to the needs of the athletes.

10.2 Medal Ceremonies

Medal ceremonies will be held after all pools and matches have been completed, typically at the end of the competition day.

The LOC is responsible for:

- **Providing gold, silver, and bronze medals, based on the applicable competition format (e.g., single pool, double pool, or elimination bracket)**



- Ensuring that all athletes receive a certificate of participation, signed by the Competition Director and a representative from JUDOWN or another involved organization present at the event
- Organizing a centralized and respectful podium ceremony, including the national anthem of the winning judoka (maximum 1.5 minutes) and display of national flags
- Offering support to athletes who may need assistance on or off the podium

The awarding of medals must follow the approved structure used in each competition category. Athletes must wear a white judogi during the medal ceremony. No team clothing or colored judogi is allowed.

The ceremony must be conducted with dignity, clarity, and full inclusion of all participants.

10.3 Closing Ceremony

A closing ceremony may be held to thank participants, staff, volunteers, and guests. It can include:

- Final remarks from the LOC or host nation
- Acknowledgement of referees, coaches, volunteers, and partners
- Presentation of small thank-you gifts or certificates
- Optional symbolic handover to the next host country (if known)

The closing ceremony should focus on recognition, celebration, and appreciation.

CHAPTER 11 – BUDGET AND FINANCE

11.1 Financial Responsibility

The Local Organizing Committee (LOC) is fully responsible for financing the event. This includes:

- Venue rental and preparation
- Tatami and equipment
- Medical and security services
- Staff, volunteers, and logistics
- Accommodation, meals, and transfers for invited officials, referees, and VIP guests
- Ceremonies, medals, certificates, and small gifts
- Communication, signage, and printed materials
- Technical systems (e.g., Smoothcomp or equivalent)

The LOC must also cover **accommodation, meals, and transfers for two invited representatives:**

- **One from JUDOWN** (board member or elected representative)
- **One from SUDS**

11.2 Event Schedule and Hosting Duration

The recommended event structure spans **five days**, with **four nights of accommodation** included for all participants:

- **Day 1 (Wednesday):** Arrival



- **Day 2 (Thursday):** Training and Social Program
- **Day 3 (Friday): Individual Competition**
- **Day 4 (Saturday): Team Competition** and Medal Ceremonies
- **Day 5 (Sunday):** Departure

Recommendation:

To improve athlete recovery, event organization, and the visibility of team matches, it is recommended that the **team competition be scheduled on the day after** the individual competition, not on the same day.

11.3 Participation and Capitation Fees

The LOC may charge a **participation fee per athlete and team staff member** to cover accommodation and meals (full board), local transport, and general event services.

In addition, a **capitation fee of €25 per person** (judokas and team staff) must be collected and transferred to **JUDOWN**. This fee is mandatory and must be clearly communicated in the information package.

All pricing and fees must be **approved by SUDS/JUDOWN** prior to publication.

11.4 Sponsorship and Support

To help fund the event, the LOC is encouraged to seek:

- **Sponsorships** from local or national companies
- **Support** from municipalities, sport federations, disability organizations, and public agencies
- **In-kind contributions** from local partners (e.g., accommodation, food, printing, or transport)
- **Grants or subsidies** from relevant institutions

11.5 Information Package

The LOC is responsible for preparing an **information package** to be distributed to all participating countries. The package should be based on templates from previous SUDS events but adapted to a **judo-only format** and must include:

- Event dates and daily schedule
- Venue details and maps
- Accommodation and pricing
- Participation and capitation fees
- Travel and local transport information
- Registration procedures and deadlines
- Rules summary and classification structure
- Contact details for the LOC



12.1 Event Evaluation

After the competition, the LOC should carry out an evaluation to summarize key outcomes, challenges, and successes. This should include:

- Feedback from **coaches, referees, and delegation leaders**
- A short internal review with **LOC staff and volunteers**
- Assessment of **logistics, communication, safety, and competition flow**
- Suggestions for improvement for future editions

Feedback can be collected via digital surveys or short debrief meetings.

12.2 Reporting to JUDOWN and SUDS

Immediately after the event, the LOC must send the following to JUDOWN and SUDS:

- A brief **event summary report** (number of athletes, countries, categories, and structure)
- The **official competition results**
- The **exact number of registered athletes and team staff** who participated, in order for JUDOWN and SUDS to accurately calculate the capitation fee
- Any **media coverage**, photos, or official video links
- A record of any incidents or issues encountered

Once the participant numbers are confirmed, **JUDOWN will issue an invoice** for the total capitation fee based on the official figures.

12.3 Recognition of Volunteers and Partners

The LOC should ensure that **volunteers, sponsors, and partners** receive proper thanks and recognition after the event, for example:

- Thank-you emails or certificates
- Mention in post-event communication or press release
- Public appreciation during the closing ceremony

Building strong relationships increases the chance of future support.

12.4 Handover to Next Host Country

If the next host nation is known, the LOC should share:

- **Templates and planning tools** (budget, schedule, info pack, etc.)
- Lessons learned and best practices
- Contact details for key suppliers or partners (if applicable)

This ensures **continuity** and helps raise the overall quality of Judown Championships over time.

CHAPTER 13 – HOSTING A FUTURE JUDOWN CHAMPIONSHIP

13.1 Expression of Interest

Any national judo federation, regional body, or affiliated club may express interest in hosting a future Judown Championship. The request should be sent to **JUDOWN** and include:



- Proposed year and preferred month
- Host city and country
- Involved partners (e.g., local federation, municipality, sponsors)
- Previous experience with organizing competitions or adaptive sports events
- Initial thoughts on venue, accommodation, and transport

13.2 Requirements for Approval

To be approved as an official host, the applying organization must demonstrate the ability to:

- Meet the **technical and organizational standards** outlined in this handbook
- Provide suitable **accommodation and competition facilities**
- Ensure **accessibility and safety** for all participants
- Guarantee **financial responsibility** and risk management
- Coordinate with JUDOWN and SUDS throughout the planning process

13.3 Timeline and Planning Process

The typical timeline for planning a Judown Championship includes:

- **18–24 months before:** Submit expression of interest
- **12–18 months before:** Provisional approval and site visit (if needed)
- **9–12 months before:** Sign agreement with JUDOWN and announce dates
- **6 months before:** Launch official invitation and information package
- **3 months before:** Confirm logistics, equipment, staffing
- **Post-event:** Submit report and results to JUDOWN and SUDS

JUDOWN may assign a **liaison representative** to support the host during the planning and execution phases.

13.4 Priority Criteria

When selecting host countries, JUDOWN may prioritize:

- Geographic rotation (ensuring fair spread across regions)
- Capacity to deliver a high-quality event
- Commitment to inclusion and development of judo for athletes with Down syndrome
- Existing infrastructure and local support