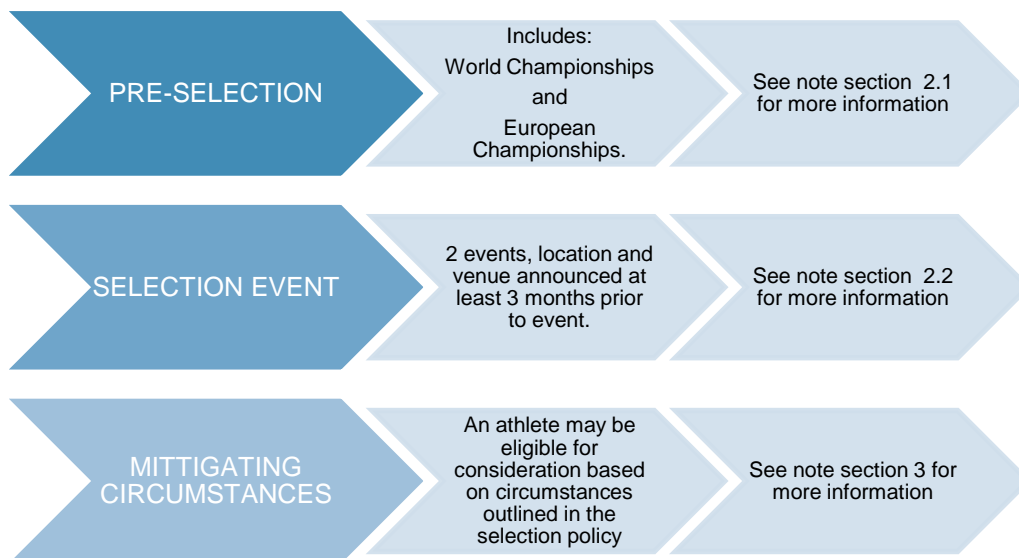




**British Canoeing Freestyle
European and World Championship
Selection Policy
2017**

Team Selection Process Quick Reference Guide



NB: It is in the best interest of any athlete attempting to gain a GB team place to read and fully understand the selection policy document.

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SECTION 1 – OVERVIEW

1. The Selection Policy Aims

The Selection Policy has been set out to achieve:

- A fair and transparent selection process by providing a structure for athletes to gain team selection to represent Great Britain at Freestyle European or World Championship event.
- A method to select the optimum GB team in the pursuit of medals at these international competitions.

SECTION 2 - THE SELECTION PROCESS

The policy lays out all the ways in which athletes can gain team positions through the following process;

2. Pre Selection - Selection based on previous competition success

- 2.1. Extra Team place. World and European Championship winners will gain automatic extra team places as stipulated by ICF/ECA ruling. European Champions qualify automatically for the next European Championships and World Champions qualify automatically for the next World Championships.
- 2.2. European/World Championship title winner also provides for automatic selection for the following year's Team. E.g. the reigning European Champion is preselected to the team for the World Championships in the following year. This would not apply where a junior champion has become a senior. This would only take a maximum of one of the available team places. Where an athlete is the winner of both championships, then rule 2.1 takes precedence.

Any team selections based on the criteria 2.1 or 2.2 above will be announced by BCFC Selection Panel ahead of entries for selection event and will also be noted on the selection event notification hence it will be clear as to how many team places are available through the selection event.

3. Selection Events, Rules and Procedures

- 3.1. Team selection will be comprised of 2 events.
These will be nominated as venue 1 and 2. Venues and competition dates will be published at least three months in advance. At this time an additional venue will also be advised as a 'Back Up'. This backup will be used if either of the two events does not run.

If on the date of the first selection event, venue 1 can't be used it will switch to venue 2. Then on the 2nd selection date venue 1 will be used.

If venue 2 is also unavailable the backup venue will be used for the first selection event.

In the worst case scenario, if neither venue 1 or venue 2 are available on both selection event dates the backup venue will be used for both events. Hence there will always be 2 selection events.

- 3.2. Each feature will be classified as either attainable or non-attainable, as defined in ICF rules. This classification will be agreed by the committee and announced in advance of the event. A final assessment on the day of the event will be made by the Head Judge and confirmed at the event briefing.
- 3.3. Where held on an attainable feature, the event will comprise of three rides with the best two counting.
- 3.4. Where held on a non-attainable feature, the event will comprise of four rides with the best two counting.
- 3.5. Scoring will be according to the current ICF rules and appendices. Scores will only be available after all competitors in that class have completed all their rides.
- 3.6. For each competitor all individual ride scores will be announced after each selection event, along with the final positions of the event based on the best 2 rides.
- 3.7. Selection points will be awarded for each athlete based on finishing order of the combined score of their two top scoring rides – 1st place 50pts, 2nd 47, 3rd 45, 4th 43 then 42, 41, 40 etc. (See appendix 2.1 & 2.2 for Event Point Score table examples).
- 3.8. Selection Competition results will be decided by the total of the points from the two (See appendix 2.3 Selection Table)
- 3.9. Any dispute regarding athlete scores or event administration at selection events must be highlighted to the selection event organiser, the GB Team Manager.
 - 3.9.1. Verifications - Counting verification demands can be submitted to the selection event organiser, GB Team Manager. Notification to the selection event organiser, GB Team Manager of the intention to protest must happen within 20 minutes of the results of the concerned class being displayed. Following this a submission in writing must be presented within 30 minutes of the results of the

concerned class being displayed. The demand must be accompanied by a £25 administration fee. The selection event organiser, GB Team Manager issues proof of the counting result to the complainant. If complaint is upheld administration fee will be returned.

- 3.9.2. No appeal / protest against a decision of the Judging Team concerning the moves, bonuses and entry move awarded can be made.
- 3.10. An appeal to the selection event organiser, GB Team Manager can be made when it appears that there is a contradiction with the rules of the competition. It must come in writing within 20 minutes after the results of the concerned class were displayed. It must be accompanied by a £100 administration fee. The complainant must have notified the selection event organiser, GB Team Manager of his intention to protest within 5 minutes after the results of the concerned class were displayed or 5 minutes after the issue of the counting result in the event of a verification request. The selection event organiser, GB Team Manager will then form a Selection Panel made up of the selection event organiser, Head Judge and two other BC Freestyle Committee members. The full Competition Committee will be announced in the briefing at the start of each event. The Committee will hear the complaint and make a final decision on this. The decision making process will be documented and made available to the complainant.
- 3.11. In the event of two or more athletes finishing a selection event with equal points their overall positions (and selection points) will be determined using the following list. The list has been generated with reference to the current ICF rules. This will be applied in the order it is written. If a criterion is in favour the lower criterion will not be used:-
- a. The highest 'drop' score.
 - b. The highest scoring move performed in any of the 3 rides, scored by at least 1 judge.
 - c. The highest number of different moves scored in a single ride.
- 3.12. In the event of a selection table tie the following list will be applied in the order it is written dependent on suitability of criteria. If a criterion is in favour the lower criterion will not be used:-
- a. The highest selection competition position from a single event.
 - b. The highest combined score from the 2 selection events, using scoring rides only.
 - c. The highest combined dropped scores from the 2 selection events.

- d. If this still does not break the tie, both athletes will compete in another selection competition on the 3rd selection date, as specified for mitigating circumstances.

3.13. Conflicts of Interest. Throughout the process all BC Freestyle committee members will be aware and manage any conflicts of interest which may arise. Anyone with conflict of interest must disclose their conflict upfront and remove themselves from any vote where it comes into effect, though they can discuss and share their opinion with others who are able to vote.

SECTION 3 – MITIGATING CIRCUMSTANCES

4. In the event that an athlete is unable to attend the selection events due to a mitigation circumstance or their performance at the team selection event(s) being impeded by a mitigating circumstance, the BC Freestyle Committee reserve the right to provide an opportunity for such an athlete to either gain direct team entry or to compete in a 3rd selection event.

4.1. All athletes applying for consideration based on mitigating circumstances will be required to submit a Mitigating Circumstances Form (MCF), for the consideration of the BC Freestyle Committee:

4.1.1. Detail of mitigating circumstance

4.1.2. In case of illness/injury

- Certified medical documentation
- Effect on performance
- Recovery timeframe
- Likelihood of full recovery
- Any lasting effects

4.1.3. Evidence of past performance (International and UK events) and training details

4.2. Selection will be at the discretion of the BC Freestyle Committee based on this information and their results of the 3rd selection event.

If the athlete cannot attend the 3rd selection event the process will be to only submit evidence of past performance (International and UK events) and training details for the consideration of the BC Freestyle Committee. Selection will be at the discretion of the BC Freestyle Committee.

- 4.3. In the event that there are athletes being considered for selection based on mitigating circumstances, all athletes entering selection will be informed prior to the selection events.
- 4.4. No athletes (other than those pre-selected) will be selected for the team until all selection events have been completed.
- 4.5. No announcements about final team selection will be made until all mitigating circumstances have been reviewed.
- 4.6. Mitigating circumstances are defined as being unplanned, unexpected, unavoidable and unforeseen:
- 4.6.1. Illness/injury; a Medical Certificate must be given to the BC Freestyle Committee by the closing date of entries for the selection event.
 - 4.6.2. Illness/injury occurring after the closing date for entries; a Medical Certificate must be given to the BC Freestyle Committee prior to the selection event.
 - 4.6.3. Illness/injury during the event; a Medical Certificate must be given to the BC Freestyle Committee within 7 days of the selection event.
 - 4.6.4. Other **exceptional** circumstances; evidence must be provided to the BC Freestyle Committee before the selection event, or, if mitigating circumstances arise or happen immediately prior or during these events, within 7 days of the selection event.
- 4.7. Applications under mitigating circumstance should be made to the Secretary of the BC Freestyle Committee. Athletes submitting applications of a mitigating circumstance will be required to enter the selection events in the usual way stating their intention to apply mitigating circumstance (where known in advance), before the closing date to be considered. Any athletes experiencing a mitigating circumstance after this date should notify both the Secretary of the BC Freestyle Committee and the GB Team Manager at the earliest possible opportunity.
All applications will be considered by the BC Freestyle Committee (contacts will be made available in the selection event entry form).
- 4.8. **3rd Selection Event Opportunities for Athletes with Mitigating Circumstances**
- 4.8.1. Upon consideration of the application for consideration due to mitigating circumstances, the BC Freestyle Committee may at their discretion invite the athlete to the 3rd selection event.

- 4.8.2. The 3rd selection event will take place at a venue and date (usually within 2 weeks of the 2nd scheduled selection event) specified prior to the selection entry deadline. The results from the 3rd selection event will be reviewed in conjunction with the evidence of past performance and training submitted to BC Freestyle Committee.
- 4.8.3. The 3rd selection event will normally take place at the first nominated selection venue. To be considered for selection, the athlete must score at least the same points as one of the competitors at the standard selection event finishing within the selection criteria.
- 4.8.4. At the 3rd selection event for athlete(s) with applications under mitigating circumstances accepted by BC Freestyle Committee, the judging team will consist of the same number of judges as were used at the standard selection events, including at least one judge who was part of the judging team at the original selection competitions, plus scribes and a timekeeper. The event will also be organised by the GB Team Manager, who along with at least one member of the BC Freestyle Committee will oversee the competition. The athlete will perform as if in a heat of 5 athletes with time between rides allowed on the basis of 1 minute per athlete per ride. The athlete will have 3 rides with the top 2 counting towards selection (in line with the standard selection events).
- 4.8.5. If it is not possible to have the 3rd selection event at the first venue, then the 2nd selection venue is to be used. If it is not possible to use this venue then backup selection venue will be used.

SECTION 4 - TEAM STRUCTURE & NOTIFICATION OF ATHLETE POSITIONS

5. On completion of the GB team selection process BC Freestyle Committee will officially publish the Team selected for the target championships, reserves and athletes being invited as members of squad for team training, on the GB Freestyle Web Page and Facebook feed. Athletes will receive an official notification letter of their team position via e-mail as supplied on entry form. **Athletes must respond to accept their team/reserve/squad place offer within 2 weeks of the announcement. This response can be via letter or email.**

5.1. The following positions are potentially available; World Championship team structure:

- K-1 Surface Men x 5
- K-1 Surface Women x 5
- K-1 Surface Junior Men x 3
- K-1 Surface Junior Women x 2

- C1 Surface Unisex x 3
- K-1 Squirt Men x 3
- K-1 Squirt Women x 3
- OC1 Surface Unisex x 2

European Championships team structure:

- K-1 Surface Men x 5
- K-1 Surface Women x 3
- K-1 Surface Junior Men x 3
- K-1 Surface Junior Women x 2
- C1 Surface Unisex x 3

5.2. For each category there will be 1 Team Reserve athlete and 2 additional Squad members who will be invited to attend team training. A competitor participating in several classes is considered as part of the team for each class.

5.3. Final announcement of the team, will be made within 28 days of the selection events being completed. Athletes are cautioned to not assume Team or Squad position until final Team and Squad announcements have been made.

5.4. Process for places released by selected athletes. For the World Championships and European Championships any released places will be offered to team reserve or next placed squad athlete in order of the Team Selection Table.

5.5. Athlete Eligibility. Selection will be subject to eligibility in accordance with competition rules laid down by British Canoeing, the European Canoe Association (ECA) and the International Canoe Federation (ICF).

5.5.1. The first year a junior can compete at World and European Championships is the year in which his/her 15th birthday falls. The last year they can compete in a junior category is the year in which their 18th birthday falls in.

5.5.2. Each athlete must be a current member of British Canoeing / Canoe Wales / SCA / CANI to partake in team selections. If selected, the membership must be current throughout the training and competition period.

5.5.3. All athletes will be required to commit to the UK Anti-Doping rules and the ICF Anti-Doping which came into effect on 1st January 2015, based upon the 2015 revised WADA code.

<http://www.ukad.org.uk/resources/document/uk-anti-doping-rules-2015>

<http://www.canoeicf.com/rules-and-statutes>

There is also further info and links on the British Canoeing website:

<http://www.britishcanoeing.org.uk/olympic-paralympic/how-we-work/anti-doping>

SECTION 5 – APPEALS PROCEDURE

6. Athletes Appeals Procedure. In the event of dissatisfaction with the outcome of a decision made by the BC Freestyle Committee, in the first instance written representation should be made to the Secretary of BC Freestyle Committee. This must be made within 7 days of the team announcement. At this stage the Secretary will publish via the GB Freestyle website and Facebook feed that an appeal is pending giving class details. The BC Freestyle Committee will review the appeal and the BC Freestyle Committee will make a decision by vote. The Secretary of BC Freestyle Committee will communicate the outcome to the athlete concerned.

If there is dissatisfaction with a decision of the Selection Panel/Committee the following two stage process will apply:

6.1. REVIEW:

- 6.1.1.** A written request for a formal review is submitted in the first instance to the Chair of the Selection Panel who will carry out a review with the Selection Panel.
- 6.1.2.** This must be done within 48 hours of the selection being announced or communicated to the athlete whichever is later.
- 6.1.3.** Within 24 hours the Chair of the Selection Panel will advise in writing the outcome of the review and the Selection Panel decision.

6.2. APPEAL:

- 6.2.1.** If following the review the athlete wishes to formally appeal the decision then a written notice of appeal must be submitted to British Canoeing Head of Governance within 48 hours of receiving the outcome of the review.

6.3. NOTICE OF APPEAL

- 6.3.1.** The Notice of Appeal will set out the ground of the appeal and will include full details of the basis of the appeal including the precise manner in which the appellant alleges the selection criteria have not been followed. The Notice of Appeal should be as full as possible as it will form the basis of the remainder of this procedure.

6.4. GROUND OF APPEAL

- 6.4.1.** The sole grounds of appeal against the decision of any selection panel will be that there has been a failure to follow the applicable selection criteria or that the selection panel reached a decision on the basis of an error of fact. This Appeals process is provided on these limited grounds only and must not be seen as an opportunity to dispute the opinion of the selection panel where they have followed the proper procedure.
- 6.4.2.** There are no appeals allowed against the content of the published selection criteria and therefore against the actions of the selection panel, provided they follow the selection criteria.

6.5. APPEAL PANEL

- 6.5.1.** The Head of Governance and Compliance will convene a three person Appeal Panel to determine the appeal.
- 6.5.2.** The Appeal Panel shall contact the Chairman of the Selection Panel to inform him of the Appeal, provide him with a copy of the Notice of Appeal and request that the Chairman provides any response which he wishes to make on behalf of the Selection Panel within 24 hours of receiving the notification.
- 6.5.3.** The Appeal Panel will determine based on the written submissions of the athlete and the Selection Panel/Committee without a hearing or the calling of witnesses or the giving of oral evidence. It will seek to reach its conclusion within 5 working days of receipt of the Notice, and will inform all interested parties in writing.
- 6.5.4.** The Appeal Panel will be entitled to rescind the decision of the selection Panel and confirm the selection of the Athlete only in clear cases where the Selection Policy has not been followed and it is plain that had it been followed the Athlete would have been selected.
- 6.5.5.** The Appeal Panel shall be entitled to confirm the decision of the Selection panel and reject the Appeal.
- 6.5.6.** The Appeal Panel may also quash the selection decision and remit the matter back to the Selection Panel identifying the errors they have identified in the conduct of the Selection process and requesting that a new decision is made within one week.

6.5.7. At its discretion the Appeal Panel may also make an award for appeal costs up to a maximum of £200.

6.6. FINAL AND BINDING

6.6.1. This is intended to be an accelerated process to enable any challenge to be resolved as quickly as is reasonably possible. Due to the nature of selection for events, decisions often need to be taken shortly before the events to which the selection relates. Furthermore, there is a considerable potential for 'knock on' to athlete preparation related to the outcome of the appeal.

6.6.2. The aim of this process is to return a decision on appeal in a timely manner. If the athlete fails to adhere to the time limits set out in this process he or she will have lost their right of appeal under this procedure, save in wholly exceptional circumstances which will be judged by the CEO of British Canoeing in their absolute discretion. Further this process is intended to be conclusive and therefore any athlete who enters into this appeal process accepts that the decision will be final and binding.

6.7. Conflicts of Interest: British Canoeing is committed to upholding high standards of integrity and as such any person who sits on the selection committee/panel shall declare any conflicts or potential conflicts and shall refrain from participation in the discussion of and any vote in respect of any selection matter in which they have a conflict of interest. If a person is unsure whether they have a conflict or potential conflict they should consult the Head of Governance and Compliance.

6.8. Data Protection: British Canoeing is a privacy conscious organisation and is strongly committed to your right to privacy. That is why we have drafted a Privacy and Data Protection Statement, which follows guidelines set out in the Data Protection Act 1998 and which can be found on our website: <https://www.britishcanoeing.org.uk/privacy-statement/>

Please note that any data gathered in the course of selection will be used in accordance with this Statement and in particular will not be shared with any third party without your consent.

6.9. Policies: For the avoidance of doubt this selection policy operates in conjunction with all relevant British Canoeing policies including but not limited to, Equality Policy, Anti-Doping Policy, Anti Bullying Policy and Anti Bribery Policy.

6.10. Communications: British Canoeing is committed to providing open and informative communication in relation to selection. All athletes will receive formal confirmation of the selection and for those athletes who wish to discuss the outcome of decision made by the Selection Panel/Committee the Chair of the Selection Panel/Committee will be available to speak informally to athletes and in the case of minors, parents.

SECTION 6 – POLICY REVIEW

7. Policy Review

7.1. The Selection Policy will be reviewed on an annual basis by BC Freestyle Committee. The SP (see appendix 1) role will be to offer advice to BC Freestyle Committee to assist with the review. The BC Freestyle Committee will make final decisions and accept the final draft of policy. Any amendments will be published on the GB Freestyle website and Facebook outlet.

APPENDICIES

Appendix 1 – Selection Panel (SP)

The SP will act as an advisory group to the British Canoeing Freestyle Committee (BCFC). SP advice for review of selection policy, selection event venue and timing will be submitted to the BCFC ahead of their annual review and final decisions will be made by BC Freestyle Committee, by vote, and communicated through the BC Freestyle Committee.

The SP consists of the following members:

SP Chairman:

- Appointed annually from the TPP (To be appointed)

Core members:

- Member of BC Freestyle Committee (To be appointed)
- Team Manager
- Performance Director
- Coaches (up to 3 Freestyle Coaches actively involved in coaching in the UK)
- Athlete Representatives (up to 2)

Athlete representatives must be current member of British Canoeing / Canoe Wales / SCA / CANI and have taken part in a Freestyle event in UK within the last year. Elected by nomination of Freestyle paddlers who in turn must be current member of British Canoeing / Canoe Wales / SCA / CANI and have taken part in a Freestyle event in UK within the last year.

Communication of advice from SP to the BC Freestyle Committee will be through the BC Freestyle Committee member who sits on SP.

Appendix 2 – Selection Tables Examples and Explanation of Process

2.1 Event Points Score Table Comp 1

Name	Ride 1	Ride 2	Ride 3	Combined Total (Best 2 rides)	Position	Selection Points	Tie Break
Athlete - A	300	300	200	600	1	50	
Athlete - B	100	300	270	570	2	47	
Athlete - C	210	60	130	340	3	45	Highest single rides score
Athlete - D	200	140	100	340	4	43	
Athlete - E	140	100	160	300	5	42	Dropped ride score
Athlete – F	160	0	140	300	6	41	
Athlete - G	100	60	100	200	7	40	

At this stage we do not need to separate position.

Here is an example of selection Com 2 Event Points Score Table which will allow us to create a Selection Table.

2.2 Event Points Score Table Comp 1

Name	Ride 1	Ride 2	Ride 3	Combined Total (Best 2 rides)	Position	Selection Points	Tie Break
Athlete - A	60	70	10	130	1	50	
Athlete - B	40	20	60	100	2	47	
Athlete - C	40	40	40	80	3	45	
Athlete - D	30	10	40	70	4	43	
Athlete - E	0	20	0	20	5	42	
Athlete – F	5	5	0	10	6	41	Scores are identical so no tie break criteria to separate
Athlete - G	5	5	0	10	7	41	

2.3 Selection Table

Using K1 Women' category as an example.

Name	Comp 1	Comp 2	Total	Team Position	Tie Break
Athlete - A	50	47	97	1 – Team	Tie on selection point and on competition points (700 each). Combined dropped scores used 200+20 is greater than 100 + 10.
Athlete - B	47	50	97	2 – Team	
Athlete – D	45	43	88	3 – Team	Tie on selection points separated using combined scores. 340+80 is greater than 340+70
Athlete - C	43	45	88	4 - Reserve	
Athlete – H	-	-	-	5 - Squad	Selection based on mitigating circumstances.
Athlete – E	42	42	84	6 – Squad	
Athlete - F	41	41	82	7	
Athlete - G	40	41	81	8	