



British Canoeing Paracanoe Selection Policy 2018

'As we enter year 2, of the Tokyo 2020 cycle, it is with great excitement that we hear of the growth of the Paralympic Para-canoe Regatta. The inclusion of the Va'a class strengthens the sports status and increases Paracanoe medal events to 9. The selection policy for the 2018 British Canoeing Paralympic team has been designed in response to this growth, and intends to further bolster the athlete pool ahead of Tokyo 2020. The policy is intended to support the development of athletes progressing at International level, and maximise the opportunity for success for those athletes with the potential to succeed at Global level ensuring Great Britain is represented by the strongest and best prepared team.'

We recognise Para-canoe, is a complicated sport in a dynamic environment, and have worked hard to create a robust selection policy, that is as straightforward as possible, whilst still abiding by the transparency and objectiveness such policies demand. Ahead of successful International selection races, we wish all athletes good luck for a successful season built upon hard work, effort and the dedication required to succeed and further reinforce our status as the Number 1 Paralympic canoe nation.'

*Scott Simon
Great Britain Paracanoe Team Head Coach*

Final

7th December 2017

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DEFINITIONS	
BC	British Canoeing
IP	International Panel (appointed by the British Canoeing Board)
HPP	Holme Pierrepont, National Watersports Centre, Nottingham
WITTW	‘What It Takes To Win’ – an evidence based tool to assess athletes in a number of performance parameters compared against the world’s best.
ICF	International Canoe Federation
IPC	International Paralympic Committee
Va’a	Va’a is an outrigger craft propelled by a single bladed paddle in a sitting position.

SECTION 1 – INTRODUCTION

Purpose

The Purpose of this Selection Policy is to clearly outline the processes which will lead to the selection of the best athletes for the major Paracanoe events in 2018. The Selection Policy is designed to allow athletes to produce optimum performances at the World Championships through a clear selection process and prioritising preparation for championship events.

Paracanoe strategy for Tokyo 2020

With less than 1000 days until the Tokyo Paralympic Games, the halfway point in the Tokyo cycle will be reached during 2018. The target agreed with UK Sport is for athletes within British Canoeing to win a minimum of three medals at the Tokyo Paralympics and to continue to build a strong base for targeting more medal success in 2024.

The Selection policy will focus strongly on supporting the optimal performance delivery in Tokyo 2020 Paralympic events.

The Vision:

To be the world leading and world inspiring Paralympic sprint programme

2020 Mission:

To target Paralympic events and to win at least three medals at the Tokyo Paralympic Games.

2018 Selection Policy strategic objectives

The 2018 Selection Policy and Team selection will be based upon the following British Canoeing Paracanoe strategic priorities:-

Priority Order

1. Race practice and development of athletes on track for WITTW at 2020 Paralympics
2. To challenge for medals and focus on medal delivery at World Championships
3. Confirm maximal athlete international classifications
4. Support Non-Paralympic Events at World Championships 2018 only if there is possibility of inclusion into the Paralympics in the 2024 Paralympic Cycle

British Canoeing Paracanoe International Panel

The Paracanoe International Panel (IP), which is appointed by and reports to the Board of British Canoeing, is responsible for all aspects of developing, approving and managing the implementation of the selection policy. This includes the annual policy for all Great Britain Paracanoe representative teams and also the Paralympic Selection policy for 2020.

The IP will consult with athletes, coaches, clubs and the Sprint Racing Committee in the formulation of this Policy.

The Paracanoe IP for 2018 consists of the following voting members:

Chair: Paul Dimmock

Core members: Paul Ratcliffe (Performance Director), Barney Wainwright, Roland Lawler, Andy Maddock, Scott Simon (Head Coach Paracanoe).

Non-voting members

Sprint Racing Committee Non-Voting Observer: Alan Laws (Chair SRC)

Additional non-voting contributors: At each meeting of the IP, the Panel may at its absolute discretion invite additional individuals (e.g. coach(es)/medical practitioner/parent) who have specific class knowledge, in order to advise and provide evidence on athlete performance. These invitees will have no voting rights.

This policy document covers Paracanoe 2018 selections with Canoe Sprint and the Canoe Sprint IP representation covered within the Canoe Sprint selection policy document.

The International Panel will accept athlete nominations from the British Canoeing Paralympic appointed representative along with any other relevant supporting evidence (Performance standards and/or Mitigating Circumstances). Performance times and tabled results for Paracanoe competitions will be used as evidence to support nomination for Paracanoe Team selection.

Whilst the Canoe Sprint International Panel is responsible for the selection of Canoe Sprint and Paracanoe Teams, this policy document covers Paracanoe. The Canoe Sprint detailed selection policy document is a separate policy.

Further Important Points to the Selection Process

British Canoeing recognises that all events are currently subject to review by the ICF and IPC. These Paralympic Events are based on the *ICF Paracanoe Rules and Regulations* and any rule changes imposed by the ICF/IPC may result in modifications to the Selection Policy. This selection policy is subject to these conditions and may need to be modified to adapt for these changes. Any modifications will be made and openly published on the British Canoeing website at least 1 month prior to selection events.

Conflicts of Interest

Any person who sits on the International 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 material conflict of interest. If a person has any queries in this area they should consult the Head of Governance and Compliance.

SECTION 2 ELIGIBILITY FOR GBR SELECTION 2018

To be eligible to race in any 2018 GBR Team Selection regatta athletes must meet the following conditions:

1. Meet age and nationality criteria for international competitions
2. Be a full member of British Canoeing
3. Athletes on a funded programme need to have signed their Programme Athlete Agreement. Athletes outside Programme funding will also be expected to sign up to the British Canoeing Great Britain Team participation agreement on accepting selection at least two weeks before travelling to the first event.

British Canoeing reserves the right to deselect an athlete who has been found guilty of a disciplinary offence under British Canoeing/ICF rules. This includes doping and intentional classification misrepresentation offences.

Entry criteria/routes to compete at National Regattas including Paracanoe Selection Regattas - Subject to any Mitigating Circumstances athletes must:

- Race at National selection events as identified in this policy
- Must have achieved the 2018 Paracanoe Regatta Qualification Time (see Table 1- Paracanoe Regatta Qualification Times) in a Paracanoe specification [boat](#) at any of the below:
 1. A National or International Regatta 2017 or 2018
 2. 10th March 2018 Athlete Assessment Day
 3. Talent Programme athlete with evidenced 200m training data

Or:

4. Athlete with Mitigating Circumstances with a proven track record of performance
- In addition, athletes must hold a National Classification in the sport class they are going for selection in or be no more than 2 points over the defined cluster score for one test (leg, trunk or on-water) and also be within the correct cluster scores for the other tests for the sport class they wish to compete in (see classification overview for details of scores, clusters and sport classes) to be eligible for selection in that event.

Athletes wishing to be entered into a National Regatta who have not achieved the Paracanoe Regatta Qualification Time in a 2017 Official competition should enter the 2018 Paracanoe Athlete Assessment day which will take place on 10th March 2018 at Holme Pierrepont. The day will consist of two 200m on water Time Trials

(TT). The best time achieved by each athlete will be compared against the Paracanoe Regatta Qualification time for consideration for entry into finals for the 2018 National Regatta Series.

Athletes with Mitigating Circumstances approved by the International Panel who have achieved the Regatta Qualification Time for their event outside of 2017/18 Official Regattas may be entered into selection competitions. Athletes wishing to apply for Mitigating Circumstances must do so at least 24 hours prior to their Assessment Day start time by notifying the Paracanoe Head Coach stating the grounds for Mitigating Circumstances. The Paracanoe Head Coach will then submit an application to the International Panel who will consider along with evidence of performance based on the criteria in Table 1 on page 8 of this document.

Subject to any Mitigating Circumstances, only athletes approved by the International Panel are able to enter into the Paracanoe Selection Regattas.

Selection to represent Great Britain at International Paracanoe events will be based on the ICF disability classifications and classes. The current classes raced internationally are 200m K1 Men, V1 Men, K1 Women, V1 Women:

	Men's Events	Women's Events
Paralympic Events	K1 KL1	K1 KL1
	K1 KL2	K1 KL2
	K1 KL3	K1 KL3
	V1 VL2	V1 VL2
	V1 VL3	
Non Paralympic Events	V1 VL1	V1 VL1
		V1 VL3

Classification Overview: The ICF Classification is under review so for accuracy please refer to the ICF website for up to date detail of the classification system: [Link to ICF Website](#)

These Paralympic Classifications are based on the *ICF Paracanoe Classification Rules and Regulations* and any rule changes imposed by the ICF supersede this document.

SECTION 3 - SELECTION PRINCIPLES 2018:

1. This selection policy provides transparent and clear guidance to all athletes on how selection decisions will be made and which events will be used to determine selection for a given International race(s).
2. The Policy provides clear distinction between 'performance' teams focused on medal winning performances at World Championships and Paralympic Games and 'development' teams where the focus is on performance, race experience and long term athlete development.
3. The primary focus of National Team Selection will be to optimise performance in targeted Paralympic events, Supportive World Championship (non-Paralympic) events may be used as athlete development events at the total discretion of the International Panel and as outlined in the selection policy.
4. The selection policy will be as transparent and objective as possible. Competition results at the nominated selection event combined with performance standards (where appropriate) are taken into consideration when making selections.
5. The selection policy seeks to select the best athletes in an objective way that prioritises optimal preparation time for achievement of International success.
6. It is acknowledged that Canoe Sprint/Paracanoe is an outdoor sport where results can be affected by environmental conditions and lane draws. Where conditions may hamper holding a fair selection event, contingency measures may be considered as outlined in section 5 of this policy.
7. All eligible athletes will be considered equally for selection against the stated selection criteria regardless of club, training location, age, Home Nation and programme status.
8. Non-travelling reserves will be named in individual boats based solely on position in the identified selection race where performance standards have been achieved. This is to recognise achievement of athletes achieving performance standards who are outside the finishing position(s) required for selection. In order of selection, named reserves will only travel in the event of injury or illness to an athlete.
9. Where weather conditions may influence the times being achieved by athletes, normalised times may be used based on a clear evidence based data set and applied consistently to all athletes in a given race(s).

SECTION 4 – GREAT BRITAIN TEAM SELECTION POLICY 2018

Team Selection is based upon performances in identified selection regattas and at international events. In order to be considered for selection, athletes must participate in all applicable regattas and events. GBR teams will be selected for the following events in 2018:

2018 Events - Paracanoe			
Event/Regatta	Venue	Date	Date of Selection Announcement by IP
World Cup 1	Szeged, HUN	18 – 20 May 2018	Tuesday 17 th April 2018
Senior European Championships	Belgrade, SRB	8 – 10 June 2018	
Senior World Championships	Montemor Velho, POR	22 – 26 August 2018	Tuesday 10 th July 2018

Subject to policy detail and performance standard, British Canoeing may select up to 2 boats per event at the ICF/ECA World & European Championships and ICF World Cup.

Notification of Selection and announcement of 2018 Great Britain Paracanoe Teams

Following a meeting of the International Panel, team selections will be announced on the news section of the British Canoeing website www.britishcanoeing.org.uk by 5pm on the date specified in the table above.

Team Selection Overview (all teams)

All 2018 Team selection will originate with domestic selection which will be used to select athletes.

Subject to any mitigating circumstances selection for International Competition incorporates a number of elements including:

1. Ranking at appropriate Paracanoe Selection Regatta
2. The consideration of an athlete against the Performance standard
3. The Priorities as set out in section 1

Where athletes may be entering more than one event, the policy will be applied in isolation for each specific event therefore entering more than one event internationally may not be possible. For example a female athlete selected to race in the K1 Women KL2 200m will only be selected to another event if they have been selected by the panel in a specific additional event in accordance with the policy.

Ranking at Paracanoe Selection Regattas

Selection will be over 2 races at each regatta and the finishing position in each race will be recorded. The best position achieved by each athlete will then be taken into account to organise athletes into their final selection position. In the event of a tie in best position the 2nd best position result will be used to separate athletes. If athletes are still tied for a selection position, a race off will occur as close to the selection regatta as possible.

Example 1:

Athlete	Race 1 Result	Race 2 Result	Position in Selection
A	1	1	1 st
B	2	3	Race off with boat C
C	3	2	Race off with boat B
D	4	4	4 th

Example 1:

Athlete	Race 1 Result	Race 2 Result	Position in Selection
A	1	2	1 st
B	2	4	3 rd
C	3	3	4 th
D	4	1	2 nd

Race-Off Competition

In the event of a tie for a selection position a race-off will be used to differentiate positions. The race-off will be held as soon after the selection regatta as possible to allow time for the athletes to recover for the main event. The race-off will consist of a single race with all equally tied athletes. The winner of the single race race-off will be given the higher selection position.

Paracanoe Team Selection Detail 2018 (All selections subject to mitigating circumstances):

Regatta	Selection for	Selection Detail	Priority Order	Other Selection Detail
10 th March 18	Assessment Day	Holme Pierrepont		
April Regatta 14/15 April	April Regatta results used for World Cup 1 selection	Up to 2 boats in all Paralympic events. Athletes will not be selected for Non-Paralympic events.	<ul style="list-style-type: none"> - Supply an opportunity for familiarisation of the 2019 World Championship venue as per the Programme 4 year strategic plan - To challenge for medals - Confirm maximal athlete international classifications 	
	April Regatta results used for European Championships Selection	1 st Boat in all Paralympic events. Athletes will not be selected for Non-Paralympic events. A second boat may be selected as a development opportunity for athletes without international competition experience with a green RAG rating on the Paralympic Programme performance funnels.	<ul style="list-style-type: none"> - Supply an opportunity for race practice and development as per the Programme 4 year strategic plan - To challenge for medals and focus on medal delivery at European Championships - Confirm maximal athlete international classifications 	In the situation that no development boat is selected for the second slot, in its absolute discretion, 2 nd place athletes may be selected by the I.P. in Paralympic events. First priority will go to athletes with classification needs. Second priority will go to 2 nd placed athletes that reach the Performance Standard.
				Female athletes already attending the European Championships in kayak and that classify and have achieved the Performance Standard in VL3W will be able to compete in VL3W at the European Championships.
May regatta 12/13 May	Back Up Euro Champs			
June Regatta 2/3 June	No Selection			
July Regatta 7/8 July	July Regatta results used for World Championships selection	Up to 2 boats in all events (Paralympic and non-Paralympic events)	<ul style="list-style-type: none"> - Race practice and development of athletes on track for WITTW at 2020 Paralympics - To challenge for medals and focus on medal delivery at World Championships - Confirm maximal athlete international classifications - Support VL3W at World Championships 2018 	
September Regatta 2/3 Sept	No Selection	Paracanoe National Championships		

Note: Development boats are defined as athletes who have yet to be selected for a GBR Paracanoe championship team and in particular those awaiting a confirmed classification.

APPLICATION OF PERFORMANCE STANDARDS IN SELECTION DECISIONS 2018

Throughout the 2018 season, selection is based on a 'first past the post' system at specified races which rewards the boat(s) that can deliver on the day of competition. In selecting teams, the panel will firstly reference the finishing order of events and secondly assess and apply performance standards in events in the following ways:

As part of the overall selection process the Paracanoe coaches will assess the overall performance for each nominated athlete using the Paracanoe Performance Standards 2018 Table. This tool enables the assessment of athlete performance. A clear assessment will be made of each athlete's eligibility with reference to a minimum performance standard as a percentage (112%) of gold medal time (G.M.T.). Please note that the G.M.T. refers to a world's best international time and not the winning time of the selection regatta. All official regatta results over the 12 months leading up to the selection competition will be considered:

Official Regattas	
International Competition	National Competitions
World Championships European Championships World Cups	National Regatta Series

Subject to any mitigating circumstances, to be automatically selected for any international competition, athletes must achieve a time less than or equal to the required **actual** performance standard in their event as well as fulfilling all other selection requirements.

Table 1- Paracanoe Regatta Qualification Times (120% GMT) & Performance Standards (112% GMT) 2018

		Actual			Normalised	
		Selection Performance Standard	Regatta Qualification Standard			
Class	Classification	Performance Time (112% GMT)	Performance Time (120% GMT)	Gold Medal Time (GMT)	Performance Time (120% GMT)	Gold Medal Time (GMT)
Men K1	KL3	42.67	45.72	38.10	46.01	38.34
	KL2	45.68	48.95	40.79	49.31	41.09
	KL1	52.77	58.22	48.52	58.58	48.82
Men V1	VL3	54.62	59.20	49.34		
	VL2	54.43	58.32	48.60		
	VL1	61.54	65.93	54.94		
Women K1	KL3	55.46	59.64	49.70	59.38	49.48
	KL2	55.68	59.65	49.71	60.78	50.65
	KL1	61.03	65.39	54.49	67.70	56.42
Women V1	VL3	65.20	69.86	58.21		
	VL2	66.76	71.53	59.61		
	VL1	67.22	72.02	60.02		

Normalised times* will also be considered for kayak events if conditions are not suitable for Actual Performance Standard times to be met. It is not currently possible to do this for the Va'a category due to the lack of a normalisation model and data.

*Normalised times are race times corrected to standardised environmental conditions (22degree water and air temperature, 0m/s wind). Actual times are inputted along with the environmental conditions into a formulation which defines a normalised time.

Athletes that do not achieve the performance standard may be selected at the discretion of British Canoeing and the I.P where:

1. Evidence can be shown displaying that an athlete has potential to medal at the international competition or that the athlete has a potential Tokyo medal profile. This may be judged on the following criteria:

- Performance analysis of 200m training data and evidence of ability to achieve performance times
 - Past race performances- potential to achieve top 6 world championship result
 - Performance trajectories against the performance funnels and WITTW
 - Race components analysis will be used to assist in confirming potential performance
2. In the case that an athlete requires an international classification in order to ascertain greater certainty around classification, the IP has the right to select athletes in any empty team slots for any competition irrespective of performance standard and selection position. This includes selection for competitions that are not part of the 2018 British Canoeing race strategy. This decision will be based upon the following criteria:
- Proximity to the border between 2 classifications or KL3 and ineligibility
 - Need to ascertain classification in order to clarify matrix results/ position on performance funnels
 - Complex impairment profiles which are difficult to classify

In the case of selection for the European championships, different performance standards will be applied for the 2nd boat selection. These will be based upon the green RAG rating on the Paralympic programme performance funnels and will apply to development athletes (defined as less than 36months on programme who have yet to be selected to a full championship team).

SECTION 5 GENERAL INFORMATION – 2018 GBR TEAMS

Contingency

The International Panel retains the right to adapt racing to ensure a fair process in line with the following principles and procedures:

In extreme circumstances the International Panel will implement contingency measures and adapt racing to ensure as fair a selection process as possible within the limited options available. The International Panel will observe weather conditions throughout the competition and if conditions become inappropriate to conduct a selection race, they may declare that a race(s) will not be used for selection.

Where possible this will always be done in advance of the start of a race(s) that may be impacted and in consultation with the National regatta competition committee.

Examples of other such amendments could include:

- Rescheduling of any affected selection race(s) to early morning/ evening racing within the same regatta (if scheduling and weather conditions permit).
- Rescheduling of any affected selection races to reserve event (as described below)
- Changing the location of racing

This is not an exhaustive list and all other options may be considered to complete a fair selection regatta in accordance with the specific challenge(s) identified.

Should weather conditions at a selection regattas be such that it would not be possible to complete fair racing within that regatta then the events below are reserved as a back-up selection regatta. A back up is only required in the event of racing conditions being declared inappropriate during or in advance of competition and will be made by a minimum of two International Members plus a member of the regatta committee and communicated at the earliest opportunity through British Canoeing channels.

Event	Back Up
April World Cup 1 Selection	April 28 th Trials
April European Championship Selection	April 28 th Trials
July World Championship Selection	Tbc if scenario occurs

For International Panel announcements refer to www.britishcanoeing.org.uk and during the event important information will be posted at race control on the live results messaging and on the British Canoeing Facebook/Twitter page.

Mitigating circumstances

Should an athlete miss an event, suffer injury or fall ill during, or prior to, elements of the 2018 selection process; or have any other mitigating circumstances, the IP reserve the right to provide an opportunity for such a boat to compete and challenge for selection under the following conditions:

- Certificated evidence of illness or other mitigating circumstance must be presented to the IP prior to the commencement of the selection competition.
- In such a case the IP may identify a single race opportunity whereby the boat of the selection series and the identified athlete(s) would compete for a World Cup, European Championship and/or World Championship place.
- If this situation arises more detail would be provided following the IP meeting immediately after the appropriate 2018 Selection regatta.
- Where there are other mitigating circumstances, certified details must be provided to the IP no later than 24 hours prior to a scheduled selection event.
- The IP has the sole discretion to invoke this clause if required and any decision is final
- The athlete must satisfy the criteria stated below:

For Senior World Cup, World Championships and European Championship events, the athlete must be able to demonstrate an established consistent track record in training and racing performance that statistically demonstrates their performance above other athletes based upon performance analysis training data (from GBR performance analysis data) and other objective data such as performance at Paralympic, World Championship, European Championship and/or World Cup races for the previous period.

Funding and Participation (All GBR Teams)

Selection to a Great Britain Team is to specific identified races in accordance with the prevailing selection policy. Selected athletes who are not funded through a British Canoeing UK Lottery funded Programme may apply in writing to the athlete's Home Nation committee as applicable for consideration of support. Applicants for such support are reminded that these funds are limited and securing other funding will almost certainly be necessary and that an athlete contribution will be required.

All athletes putting themselves forward for selection for a Great Britain team are expected to hold a valid passport with a minimum of 6 months unexpired and hold a current European Health Insurance Card (EHIC).

Injury/Illness

The International Panel reserve the right to withdraw athletes from identified race(s) on the basis of injury/illness. Such decisions will only be taken following consultation with appropriate coaches and/or medical reports.

B.C also has the right to deselect any athlete who has been found guilty of any disciplinary offence including anti-doping under the B.C rules. See Programme athlete agreement and B.C. website.

Appeals Procedure

Please see Appendix 2 for the British Canoeing appeals process.

Data Protection

British Canoeing is a privacy conscious organisation and is strongly committed to an individual's 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 appropriate consent.

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.

Communications

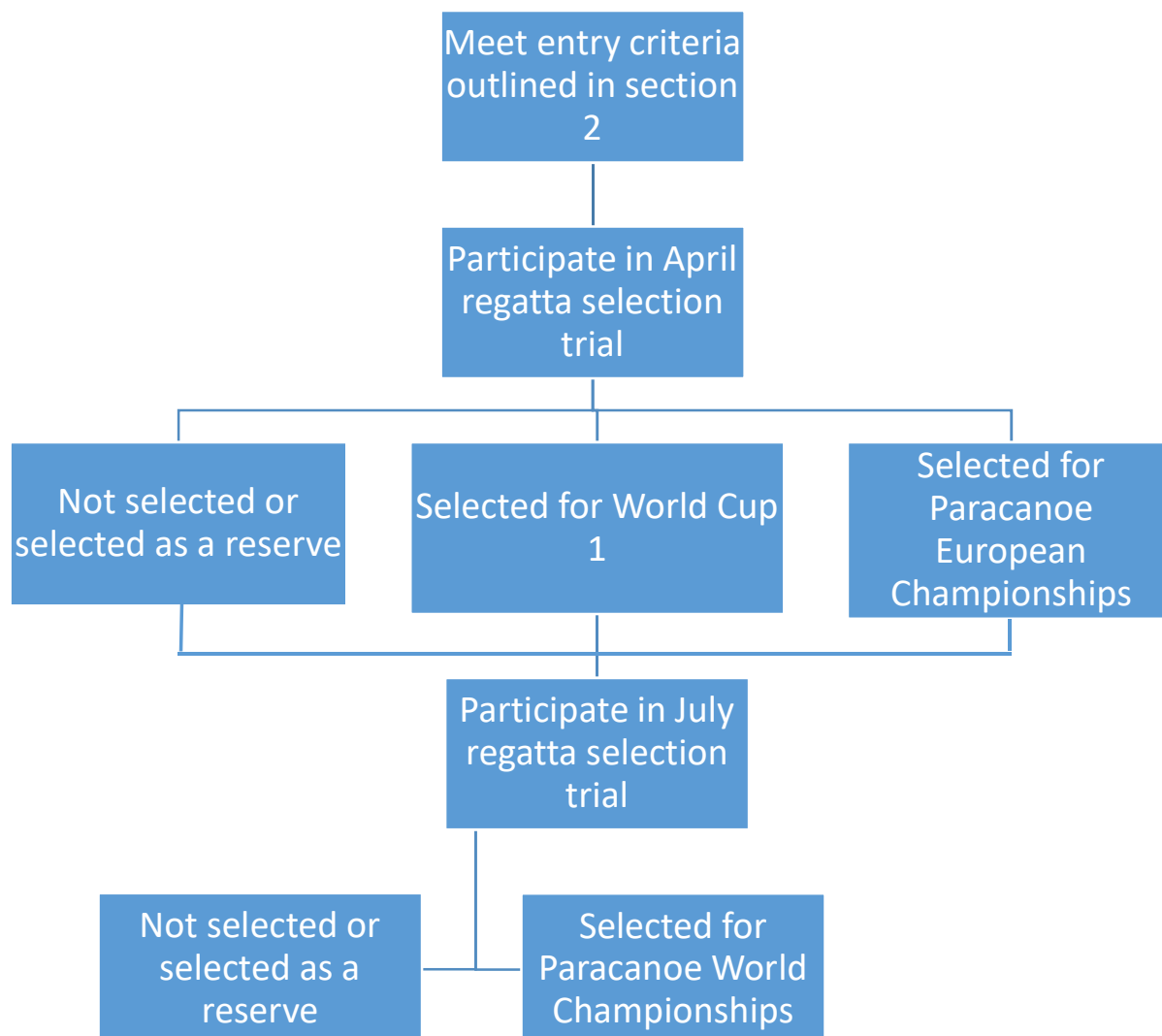
British Canoeing is committed to providing open and informative communication in relation to selection. All athletes will receive formal confirmation of the selection and for those athletes who wish to discuss the outcome of decision made by the Selection Panel/Committee the Chair of the Selection Panel/Committee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

SECTION 6 - 2019 ADVANCED INFORMATION

2020 Paralympic Selection Process

The 2020 Paralympic team selection policy will be published in December 2018. It will focus on enabling selected boats and reserves to focus on optimising preparation for the delivery at the 2020 Paralympic Games.

- End of 2018 policy -

APPENDIX 1 – OVERVIEW FLOW CHART OF 2018 SELECTION

APPENDIX 2 - APPEALS PROCEDURE

Note 1. The Head of Governance shall have the power to adjust the timescales within this appeals procedure if required. If this is required it will be communicated to all interested parties at each relevant stage of the appeals process.

Note 2. If the Head of Governance is not available, for whatever reason, the Chief Executive Officer or delegate of the Chief Executive Officer will carry out the role of the Head of Governance within this appeals procedure.

Note 3. Athletes should ensure that they have provided their preferred method of communication and relevant contact details to a member of the International Panel or to the Head Coach in advance of any selection decisions. If the Athlete is under eighteen (18) years of age current and preferred contact details of their parent or legal guardian should also be provided.

Note 4. Athletes are advised that if they wish to gain advice they can speak to their Athlete Representative and/or the British Athletes Commission who will be able to offer guidance and support.

If an Athlete wishes to appeal against a decision taken as part of this Selection Policy then the following three stage process will apply:

1. STAGE 1 REVIEW

- 1.1. A written request for a formal review is submitted, in the first instance, by the Athlete to the International Panel who will carry out a review in consultation with Programme leads.
- 1.2. This request must be submitted within 48 hours (or an earlier date if that has been decided and communicated by the Head of Governance) of the selection being formally announced.
- 1.3. Within 5 working days (or an earlier date if that has been decided and communicated by the Head of Governance) the International Panel will advise in writing the outcome of the review and the decision reached.

2. STAGE 2 APPEAL

- 2.1. If following the formal review the Athlete wishes to formally appeal the decision, then a written Notice of Appeal must be submitted by them to British Canoeing Head of Governance within 5 working days (or an earlier date if that has been decided and communicated by the Head of Governance) of receiving the outcome of the formal review.

3. NOTICE OF APPEAL

- 3.1. The Notice of Appeal will set out the grounds of the appeal and will include full details of which ground(s) in 4.1 the appeal is based upon and the precise manner in which the ground(s) have been met. The Notice of Appeal should be as comprehensive as possible as it will form the basis of the remainder of this procedure.

4. GROUNDS OF APPEAL

- 4.1. An Athlete shall be entitled to appeal on any (either individually or cumulative) of the following grounds:
 - a) The decision was not in accordance with the Selection Policy as published;
 - b) The policy has been misapplied or applied on no good evidence and/or in circumstances where the application of the policy was unfair;
 - c) The decision maker has shown bias or the appearance of bias or the selection has otherwise been demonstrably unfair; and/or
 - d) Where the conclusion is one that no reasonable decision maker could have reached.
- 4.2 In order to ensure a timely and efficient appeals process only the grounds of appeal detailed in 4.1 will be permitted. The composition of the Selection Panel is not open to appeal unless 4.1 (c) is being cited in The Notice of Appeal.

5. APPEAL PANEL

- 5.1. The Head of Governance and Compliance will convene a three person Appeal Panel as soon is practicable to determine the appeal made up of suitably independent and experienced members who

have not been involved in the selection process so far. The Athlete will be given the opportunity to challenge the composition of the Appeal Panel.

- 5.2. The Head of Governance shall contact the Selection Panel to inform them of the Appeal, provide them with a copy of the Notice of Appeal and request that the Selection Panel provide any additional information they wish the Appeal Panel to consider within 48 hours of receiving the Notice of Appeal.
- 5.3. The Appeal Panel will ordinarily determine the appeal based on the written submissions of the Athlete and the Selection Panel without a hearing or the calling of witnesses or the giving of oral evidence. However the Appeal Panel will have the power to set its own processes and give directions including but not limited to, requesting further information, setting up a teleconference, determining if a hearing is required and if it is, establishing the date, time and place, and format to be followed in such a hearing.
- 5.4. The Appeal Panel will seek to reach its conclusion within 5 working days (or an earlier date if that has been decided and communicated by the Head of Governance) of its appointment in accordance with 5.1, and will inform all interested parties in writing.
- 5.5. The Appeal Panel shall be entitled to;
 - a) rescind the selection decision and confirm the selection of the Athlete in circumstances where it is clear that the grounds of the Appeal have been upheld.
 - b) confirm the selection decision and reject the Appeal.
 - c) quash the selection decision and remit the matter back to the International Panel identifying the errors they have found in the conduct of the selection process and requesting that a new decision is made within one week (or an earlier date if that has been decided and communicated by the Head of Governance).
- 5.6. At its discretion the Appeal Panel may also make an award for appeal costs up to a maximum of £100 against either party.

6. STAGE 3 REFERRAL TO SPORT RESOLUTIONS (UK) TRIBUNAL

- 6.1. If following the Appeal the Athlete wishes to further appeal the decision, then a written Notice of Appeal to Tribunal must be submitted by them to British Canoeing Head of Governance within 48 Hours (or an earlier date if that has been decided and communicated by the Head of Governance) of receiving the outcome of the Appeal.
- 6.2. NOTICE OF APPEAL TO TRIBUNAL
 - 6.2.1. The Notice of Appeal to Tribunal will set out the grounds of the appeal and will include full details of which ground(s) in 6.3 the appeal is based on, and the precise manner in which the ground(s) have been met. The Notice of Appeal to Tribunal should be as comprehensive as possible as it will form the basis of the final appeal.
- 6.3. GROUNDS OF APPEAL TO TRIBUNAL
 - 6.3.1. An Athlete shall be entitled to appeal to Tribunal on any (either individually or cumulative) of the following grounds:
 - a) The decision of the Appeal Panel was not in accordance with the Selection Policy as published;
 - b) The Appeal Panel decision was misapplied or applied on no good evidence and/or in circumstances where the decision was unfair;
 - c) The Appeal Panel has shown bias or the appearance of bias or the selection has otherwise been demonstrably unfair; and/or
 - d) Where the conclusion of the Appeal Panel is one that no reasonable Appellate Body could have reached.
- 6.4. The Tribunal shall consist of one arbitrator appointed in accordance with the following process. The Executive Director of Sport Resolutions (UK) shall, as soon as is practicable, propose to the parties the name(s) of potential arbitrators who are available to determine the matter within 5 working days. The parties shall seek to agree on one, whom they shall nominate to be appointed by the Executive Director of Sport Resolutions (UK). The appointed arbitrator shall constitute a valid Tribunal. If the parties fail to agree, the Executive Director of Sport Resolutions (UK) shall appoint the arbitrator.

- 6.5. The Head of Governance shall contact the Appeal Panel and provide them with a copy of the Notice of Appeal to Tribunal and request that they provide any additional information they wish the Tribunal to consider within 48 hours of receiving the Notice of Appeal to Tribunal.
- 6.6. The Tribunal will determine the appeal based on the written submissions of the Athlete and the Appeal Panel without a hearing or the calling of witnesses or the giving of oral evidence. The Tribunal will have the power to set its own processes and may give directions, such as request for further information or set up a teleconference.
- 6.7. The Tribunal will seek to reach its conclusion within 5 working days (or an earlier date if that has been decided and communicated by the Head of Governance) of its appointment in accordance with 6.4 and will inform all interested parties in writing.
- 6.8. The Tribunal shall be entitled to either reject or confirm the Appeal Panel decision and;
 - a) if appropriate confirm the selection decision; or
 - b) if appropriate rescind the selection decision and confirm the selection of the Athlete in circumstances where it is clear that the grounds of the Appeal to Tribunal have been upheld.
 - c) if appropriate quash the selection decision and remit the matter back to the International Panel identifying the errors they have found in the conduct of the selection process and requesting that a new decision is made within 5 working days (or an earlier date if that has been decided and communicated by the Head of Governance).
- 6.9. At its discretion the Tribunal may also make an award for Tribunal costs up to a maximum of £500 against either party.

7. FINAL AND BINDING

- 7.1. This is an accelerated process to enable any appeals to be resolved as quickly as is reasonably possible.
- 7.2. The aim of this process is to return a decision on appeal in a timely manner. Failure to adhere to the time limits set out in this process may result in the Athlete losing their right of appeal under this procedure, save in exceptional circumstances which will be judged by the Chief Executive Officer of British Canoeing in their absolute discretion.
- 7.3. This appeals process is intended to be conclusive and therefore any Athlete who enters into this appeal process accepts that the decision of the Tribunal will be final and binding.
- 7.4. Each appeal will be considered on its own merits.

8. CONFIDENTIALITY OF PROCEEDINGS AND PUBLICATION OF DECISION

- 8.1 British Canoeing and the Athlete are under an obligation of confidentiality in respect of any appeal proceeding under this Procedure. Save as permitted under this Appeals Procedure none of these Parties will make any public statement or disclosure of the contents of the Notice, or any other matter referred to by any of the parties during the course of these Proceedings.
- 8.2 British Canoeing shall be entitled to publish the outcome of the Appeal in such manner and to such extent as is necessary to inform all properly interested and affected parties of the status of the selection decision previously published and the resulting implications upon selection.

Appeals process

