



British Canoeing Canoe Sprint Senior Team **Selection Policy 2019**

As we enter the Tokyo 2020 Games qualification year, our selection process will prioritise securing Olympic quota places and will continue to focus on giving the athletes the best opportunity to prepare and perform on the World Stage through early selections and a first past the post principle. Once again through our annual consultation process we have made further improvements to the selection policy. I am looking forward to seeing all our athletes progress this season and build on performances from last year.

Rene Olsen
Great Britain Canoe Sprint Team Head Coach

As Independent Chair of the International Selection Panel, I am committed to continue towards an open and fair selection policy irrespective of club or athlete programme status. This is your selection Policy, and it's your performance on the water at the determined competitions which will be the sole factors in determining your selection. It is essential that you read and understand the performance criteria, if you have any doubt please contact the Performance Department at British Canoeing. If you contributed in the consultation process I am most grateful, and assure you that all feedback was carefully considered. I'm sure we can improve the policy even further and your continued feedback in refining this Policy is most welcome.

Paul Dimmock
Chair Canoe Sprint International Panel

FINAL

18th December 2018

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DEFINITIONS	
BC	British Canoeing
British Canoeing Member	An individual holding current British Canoeing ‘on the water’ membership or National Association equivalent membership
IP	International Panel (appointed by the British Canoeing Board)
HPP	Holme Pierrepont, National Watersports Centre, Nottingham
ICF	International Canoe Federation
IOC	International Olympic Committee

IMPORTANT INFORMATION
<p>Any athlete putting themselves forward for selection to a British Team in 2019 should be aware that there may be significant costs to attend any event(s) to which they are selected if they are not on a funded UK Sport programme. For this reason the International Panel have published approximate costs for all competitions to assist athletes and families to prepare. Some support may be available through the Sprint Racing Committee and/or National Associations but almost certainly some costs will have to be funded by the selected individuals.</p>

SECTION 1 – INTRODUCTION

Purpose

The Purpose of this Selection Policy is to outline the processes which will lead to the selection of athletes to represent Great Britain at the identified senior international canoe sprint competitions in 2019. The Selection Policy is designed to allow athletes to maximise preparations and performances at the 2019 World Championships through a clear selection process.

Canoe Sprint Olympic strategy Tokyo 2020 through to 2028

The first round of Global qualification for the Tokyo Olympic Games will take place at the 2019 World Championships and this policy focuses on aligning performance delivery with the Olympic Qualification System at this event. This will mean selecting athletes capable of achieving A finals in order to qualify boat quota places for Great Britain at the 2020 Olympics. The target agreed with UK Sport is for British Canoeing to win two medals at the Tokyo Olympic Games and to demonstrate a stronger base for targeting more medal success in Paris 2024. The selection of athletes to Non-Olympic events at World Championships will follow the same focus on performance delivery at the 2019 World Championships.

The Vision:

To be the No.1 Olympic Canoe Sprint Nation by 2028

2020 Mission:

To target Olympic events and to win 2 medals at the Tokyo Olympic Games.

British Canoeing Canoe Sprint International Panel (IP)

The Terms of Reference of the Canoe Sprint IP can be found on the [British Canoeing Website](#).

The 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 Canoe Sprint representative teams at Senior, Under 23 and junior levels and also the Olympic Selection policy for 2020.

The IP has consulted with athletes, coaches, clubs and the Sprint Racing Committee in the formulation of policies.

The Canoe Sprint IP for 2019 consists of the following voting members:

Chair: Paul Dimmock (independent)

Core Members: Paul Ratcliffe (Performance Director), Barney Wainwright (Ind) Rene Olsen (Canoe Sprint Head Coach), Andy Maddock (British Canoeing) and an additional independent member to be appointed in early 2019.

Non-voting member Sprint Racing Committee 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.

All correspondence regarding selection should be addressed to andy.maddock@britishcanoeing.org.uk and then it will be passed to the chair and other members.

Conflicts of Interest

Any person who sits on the IP shall declare any conflicts or potential conflicts of interest 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 British Canoeing Head of Governance and Compliance.

SECTION 2 ELIGIBILITY & PRE SELECTION FOR GBR SELECTION 2019

To be eligible to be selected to any 2019 GBR Team, athletes/crews must meet the following conditions (full detail can be found in British Canoeing's [Eligibility Policy](#)):

1. Meet age and nationality criteria for international competitions as outlined below
2. Be a full member of British Canoeing or Home Nation Association that enables participation in competition
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 competition and settled any outstanding payments prior to travel.

International Eligibility

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

- The first year a junior can compete at World and European Senior/U23/Junior Championships is the year of their 15th birthday.

Where athletes compete in more than one eligible selection event, the policy will be applied in isolation for each specific 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 offences.

Pre selection into 2019 Senior World Cup Team

2018 Senior World Championship medallists from each of the Tokyo 2020 Olympic events were eligible to apply to the IP for Pre-Selection to the 2019 Senior World Cup Team in the event in which they medalled. No athletes qualified under this clause at the 2018 Canoe Sprint World Championships.

SECTION 3 - SELECTION PRINCIPLES 2019:

1. This selection policy provides the process to all athletes/crews on how selection decisions will be made and which competitions will be used to determine selection for International race(s) outlined in this policy.
2. The Policy defines two types of team:
 1. 'Performance' teams focused on medal winning performances at the World Championships selecting athletes whose performance demonstrates the potential to achieve an A final.
 2. 'Development' teams where the focus is on performance, race experience and long term athlete development. Development boats will only be considered for World Cup races and European Games.
3. The primary focus of National Team Selection will be to optimise performance in targeted Olympic events. Supportive World Championship (non-Olympic) events may be used as athlete development events at the total discretion of the IP and as outlined in the selection policy.
4. The selection policy will be transparent and objective. Competition results at the nominated selection competition combined with published performance standards (where appropriate) are taken into consideration when making selections. Subject to mitigating circumstances athletes achieving the minimum performance standards are automatically selected (including reserves).
5. Selection of crew boats will be completed early to maximise development time prior to a major competition.
6. The selection policy seeks to select the best athletes in an objective way that prioritises optimal preparation time for achievement of International success.
7. It is acknowledged that Canoe Sprint is an outdoor sport where results can be affected by environmental conditions and lane draws. Where conditions may hamper holding a fair selection competition, contingency measures may be considered as outlined in section 4 of this policy. This decision will be made at the total discretion of the IP.
8. 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.
9. Where possible, the weather will be monitored throughout a domestic and international selection regatta to provide more information to the IP on conditions experienced for each individual event in the regatta programme.
10. Athletes putting themselves forward for crew boat selection are also able to put themselves forward for individual boat selection through the identified single boat selection competition.
11. *Up to two* non-travelling reserves will be named in each individual event 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 a selected athlete or where a place(s) is declined. For Crew boat reserves see 13 below.
12. The Head Coach and Team Manager can jointly at their total discretion within the selected team use events within the international competition programme for further start line opportunities subject to not compromising performances at the main event that athletes have been selected for. This only applies where events are unfilled by the maximum British athlete quota and must be communicated to the Chair of the IP in advance of the competition commencing.

13. In the formation of a crew boat for selection, the Head Coach may nominate up to two (K4) and one (C2/K2) non-travelling reserves for each crew boat to formally recognise the next best fit for the crew. The Head Coach may at their total discretion rotate the crew from within the named athletes plus reserves. No more than 2 crew members per K4 and 1 crew member per K2/C2 boat can be replaced in this way without further reference to a selection process. In the event of an injury or the removal of a crew member(s) from the boat, the Head Coach has the ability to name an additional reserve in the event of more than one person becoming ill or injured.
- The Head Coach at their absolute discretion reserves the right to conduct a seat trial at any time if it is deemed that it may improve the performance of the boat. Any seat trial process under this clause will be conducted with a clearly communicated process and decision deadline and will be open to athletes outside the current crew boat members or named reserves. This clause has no right of appeal. In the event of an athlete being de-selected from a crew boat in the process outlined above, the communication of any change will occur to any impacted athlete(s) prior to the publication of any team announcement.
14. The selection policy may be amended at any time by British Canoeing for one or more of the following circumstances:
1. Any changes in rules governing a particular event
 2. Any change in ICF eligibility, rules or programme of events
 3. To give effect to the selection process in case of a drafting error or oversight
 4. To clarify any ambiguity to the intended meaning of the selection policy
 5. Any other reason determined by British Canoeing at its total discretion that is in the best interest of British Canoeing and in line with the principles outlined for selection

SECTION 4 – GREAT BRITAIN SENIOR TEAM SELECTION POLICY 2019

Team Selection is based upon performances in identified selection regattas and at International competitions. In order to be considered for selection, athletes must participate in all applicable regattas and events. GBR Teams will be selected for the following competitions in 2019;

Competition/Regatta	Venue	Date	Date of Selection Announcement by IP
World Cup 1	Poznan, POL	23-26 May 2019	Crew Boats -Tuesday 2 nd April 2019
World Cup 2	Duisburg, GER	30 May – 2 June 2019	Individual – Tuesday 30 th April 2019
2019 European Games	Minsk, BLR	21-30 June 2019	Tuesday 30 th April 2019
Senior World Championships*	Szeged, HUN	21-25 Aug 2019	Tuesday 4 th June 2019

*Subject to performance standard, up to 1 boat per event at the ICF World Championships may be selected.

Notification of Selection and announcement of 2019 Great Britain Senior 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 2019 Team selections will originate from domestic selection competitions which will be used to select athletes/crews to the ICF World Cups and from performances at the World Cups to the World Championship Teams.

Domestic selection will be split into two open competitions on identified dates:

- Crew Boat selection March 30th/31st 2019 at Holme Pierrepont, Nottingham
- Individual selection April 27th/28th 2019 at Holme Pierrepont, Nottingham



Overview of 2019 Senior Team Selection Regatta Detail (All races at Holme Pierrepont Regatta course unless stated)

2019 Date	Regatta	Selection Detail	Team Selection For
30 th /31 st March	March Regatta	<p>SENIOR CREW BOAT SELECTION TRIALS</p> <p>To be considered for selection to the 2019 Senior World Cup team in a crew boat, athletes are required to race at the regatta on 30th/31st March.</p> <p>At the crew boat selection trial there is the opportunity for all crew boats to earn a place at the 2019 World Cup competitions. C2W 500m, Selection for the Minsk 2019 European Games will be based upon performance at this regatta *</p>	<p>World Cup Team (Performance & Development Team) Minsk 2019 – WC2 500m</p>
27 th /28 th April	April Regatta	<p>SENIOR INDIVIDUAL BOAT SELECTION TRIALS (Including 5000m races) (Also Senior Crew Boat Trials Back up competition – See contingency)</p> <p>To be considered for selection to the 2019 Senior World Cup team in an individual boat, athletes are required to race at the regatta on 27th/28th April 2019.</p> <p>C1W 200m & K1M 1000m Selection for the Minsk 2019 European Games will be based upon performance at this regatta*</p>	<p>World Cup Team (Performance & Development Team) Minsk 2019 – WC1 200m & MK1 1000m</p>
23-26 May	World Cup 1 Poznan (POL)	<p>Senior World Championship Selection Trials (Individual & Crew Boats)</p> <p>Athletes directly selected for the 2019 World Cup will be eligible for selection to the 2019 Senior World Championship Team which will be determined by reference to results from the 2019 selection trials and Senior World Cup races 1 & 2 (3 races). In events where more than one British boat is selected, the relative position of British boats will be measured with the highest placed British boat in an event being the winner**. The British boat with the most wins across the 3 race series is required to achieve a result inside the top 14 Nations in one of the two World Cups in order to be selected for the 2019 World Championships.</p> <p>Athletes/crews must compete in a minimum of one world cup to be considered for 2019 World Championship Team Selection.</p>	<p>Senior World Championships (Performance Team)</p>
30 May – 2 June	World Cup 2 Duisburg (GER)		
21-25 Aug	World Championships Szeged (HUN)	<p>ICF Canoe Sprint World Championships & 1st Round Olympic qualification</p> <p>The International Panel are considering ways to reward athlete performance at the 2019 World Championships towards 2020 selection. If this is to be implemented, a full announcement will be made prior to the commencement of the 2019 selection process in March 2019.</p> <p>The 2019 World Championships results will be used to determine final athlete nominations for the Tokyo Olympic test event. Selection to the Tokyo Olympic Test event will be subject to the entry restrictions placed on GBR by the organisers and entries will be determined by the Head Coach and Performance Director.</p>	<p>Pre-Selection opportunity to the 2020 Olympic Team – see Section 6</p>
31 st Aug/ 1 st Sep	Sept Regatta	<p>No Planned Selection activity but athletes are encouraged to use the regatta as valuable race training opportunities.</p> <p>National Championships</p>	
12 th -15 th September	Olympic Test Event	Olympic Test Event – Tokyo Japan	

* It is proposed to use Minsk 2019 as a development competition. If the winning boat from crew boat selection can demonstrate a rationale for attending this event that will help development of performance in 2019 or 2020 then this boat will be selected. If the winning boat cannot show this or does not want to attend this event then the second boat will be selected, subject to achieving performance standards. GBR has qualified quota places – K1M 1000m, C2W 500m & C1W 200m.

** Final results will be taken from the event ranking provided in the official results from the competition. In the event of unforeseen circumstances, the IP will make a selection decision with reference to the selection principles and based on the available facts.

The Events: Selection will be considered in the following events for 2019. Events are prioritised in accordance with the system below to optimise Olympic qualification:

Senior Selection 2019 (Crew Boat and Individual)

Men's	Women's	Domestic Selection	Minimum Standard Required	Phase 2 Senior World Champs & Euro Champs Selection	Funding
Olympic Events		Purpose: to identify the top 2 boats	Top senior boat will be selected for World Cups 1 & 2. Second boat selected to World Cup if within 102% of winners' time. Up to 2 Non- travelling Senior Reserve boats named where reserves finish within 102% of winner.	The top boat across the World Cup series as outlined is automatically selected to the Senior World Championships as long as they achieve a top 14 Nation placing in the final published results of either of the two World Cup competitions.	All selected boats in Men's & Women's Kayak, and Women's Canoe Olympic events at Senior World Cup, Senior World Championship will be funded by UK Sport to attend. Regrettably Men's Canoe event are not permitted to be funded by UK sport monies. The Estimated costs for attending the competitions are as outlined below:
K1 200m	K1 200m				
K4 500m	K4 500m				
K1 1000m	K2 500m	Up to 2 boats per event will be selected for World Cup			
K2 1000m	K1 500m				
C2 1000m	C1 200m	Up to 1 boat per event will be selected for World Cup	Top senior boat will be selected for World Cups 1 & 2*. Non- travelling Senior Reserve boats named where reserves finish within 102% of winner.		
C1 1000m	C2 500m				
Olympic Development Events		Up to 1 boat per event selected for World Cup if event staged	Selection to World Cups will only occur where there is a minimum start line of 5 boats unless in a discipline that GBR has won a World Championship medal in one of the last 3 World Championships. Athletes will only be considered for selection to the World Championships where their event has featured at the 2019 World Cup		Further information from Senior Team Manager Justine Willmott
K2 500m	K2 200m				
K1 500m	C2 200m				
K2 200m	C1 500m				
World Championship Events					
K4 1000m*	K1 1000m				
C1 200m	K1 5000m				
K1 5000m	C1 5000m				
C1 5000m					

Note 1: In order to prioritise senior World Championship performances, selected U23 Athletes/crews who are also selected to the 2019 Senior Team are required to turn down one of either the U23 World Championships or U23 European Championships if taking up a 2019 Senior World Championship Team Place.

*K4 1000m crew will only be selected to one World Cup event. In the event of a selected athlete declining their place due to prioritisation of Olympic events, a reserve will be named subject to being within 102% of the race winner at selection.

Contingency

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

In extreme circumstances the IP will implement contingency measures and adapt racing to ensure as fair a selection process as possible within the limited options available. The IP 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 or International 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 competition (as described below)
- Changing the location of racing
- Amending lane draw for direct comparability of performances

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 domestic or international selection regatta be such that it would not be possible to complete fair racing within that regatta then the competitions 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 IP Members plus a member of the National Regatta Competition Committee and communicated at the earliest opportunity through British Canoeing channels.

Competition	Senior Team Back Up
March Crew Boat Trials	April 27 th / 28 th Individual trials
April Individual Trials	To be confirmed if required

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

SECTION 5 GENERAL INFORMATION – 2019 GBR TEAMS

Mitigating circumstances Senior Teams 2019

Should an athlete miss an event or fall ill during, or prior to, elements of the 2019 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 injury other significant 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 top boat of the selection series and the identified athlete(s) would compete for a World Championship place
- If this situation arises more detail would be provided following the IP meeting immediately after the appropriate 2019 Selection regatta
- Where there are other mitigating circumstances, certified details must be provided to the IP no later than 1 hour prior to a scheduled selection competition.
- The IP has the sole discretion to invoke this clause if required and any decision is final
- The athlete/crew must satisfy the criteria stated below:

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

In the case of an incident occurring during racing then details must be provided in writing to the Chair of the IP within two hours following the end of the specific race in which the incident occurred (such as a broken paddle in competition).

Where an athlete who has met the selection criteria has been selected to the World Championship Team and withdraws or is unable to compete, the IP at its total discretion may select a replacement athlete. The IP is not obliged to replace an athlete and will make the decision in line with the time prior to competition and principles outlined.

All decisions under mitigating circumstances that relate to injury, illness or medical conditions will be determined by the Performance Director, Head Coach Canoe Sprint and British Canoeing Chief Medical Officer (CMO) to ensure a transparent process that also considers the medical needs of the athlete involved. When assessing if an athlete is fit to race, the CMO decision is final.

Funding and Participation

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 Association as applicable for consideration of support. Applicants for such support may seek guidance on funding through the Team Manager and are reminded that these funds are limited and securing other funding will be necessary.

Following a review of athlete contributions and the funding available from UK Sport to support athletes who are not named as part of a UK Sport funded programme, the funding arrangements for 2019 are outlined in the selection detail within section 4 of this document.

Alongside travel and logistics support for these competitions, team management, emergency medical treatment, race day support will be provided. Preparation/training camps for non-funded athletes are the responsibility of the individual athlete and not part of the GBR Team programme unless specified above.

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 IP 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 section coaches and/or medical reports.

Appeals Procedure

Please see Appendix 2 for the British Canoeing appeals process. The appeals process applies across all British Canoeing selections therefore where selection panels are mentioned, this refers to the International panel.

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, Anti-Doping Policy, Pregnancy, 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 IP, the Chair of the IP will be available to speak informally to athletes and in the case of minors, parents.

SECTION 6 - 2020 ADVANCED INFORMATION

2020 Olympic Selection Process

The 2020 Canoe Sprint Olympic team selection policy will be published by 1st January 2020. It will focus on enabling selected boats and reserves to optimise preparation for performance delivery at the 2020 Olympic Games.

Advanced information for 2020 Selection

The International Panel are considering ways to reward athlete performance at the 2019 World Championships towards 2020 selection. If this is to be implemented, a full announcement will be made prior to the commencement of the 2019 selection process in March 2019.

- End of 2019 policy -

APPENDIX 1 - 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 as 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 ALTERNATIVE DISPUTE RESOLUTION SERVICE (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) have reached.
 - 6.4. The Tribunal shall consist of one arbitrator appointed in accordance with the following process. The Alternative Dispute Resolution Service 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 Alternative Dispute Resolution Service. The appointed arbitrator shall constitute a valid Tribunal. If the parties fail to agree, the Alternative Dispute Resolution Service 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

