

Canoe Sprint England Talent Programme Qualification Criteria 1st Oct 2018 to 30th September 2019

Our vision is to create a world leading talent development programme which supports every athlete to be the best they can be.

1. Purpose

The purpose of this document is to set out the programme qualification criteria for each level of the Canoe Sprint England Talent Programme in Olympic events for the 2018-2019 season. Each squad will operate on a 12 month basis (effective for the period 1st October 2018- 30th September 2019) and will be reviewed post selection 2019 and September 2019.

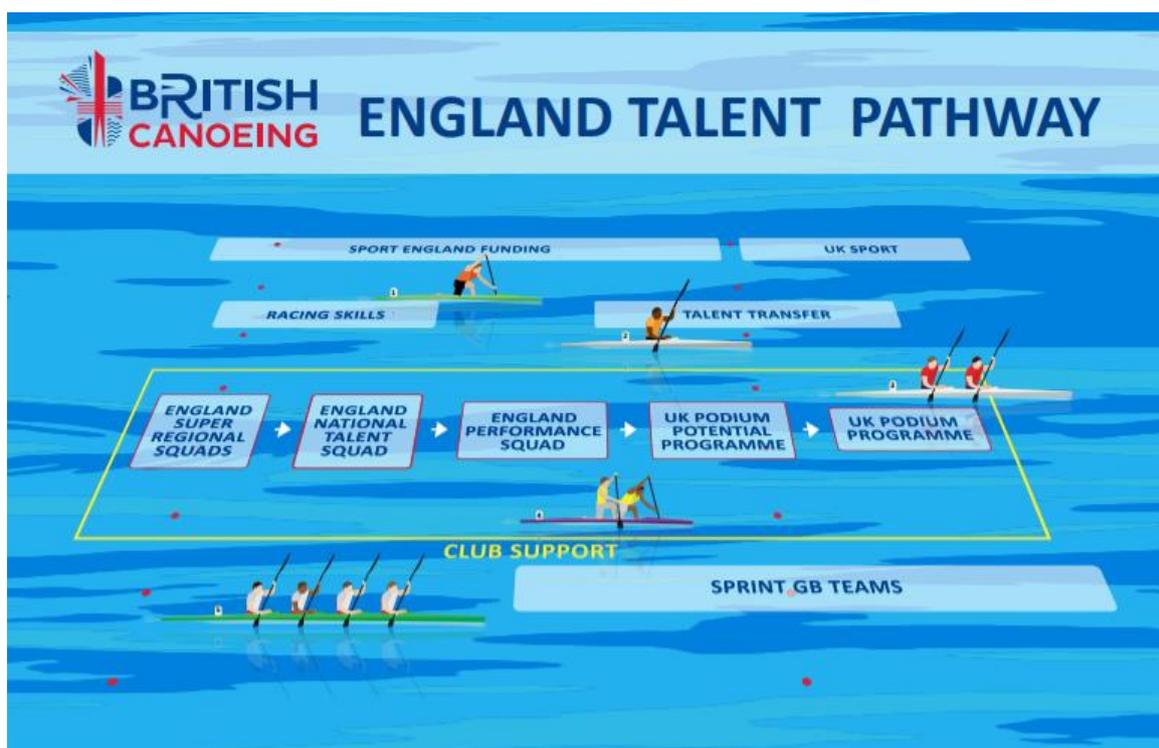
Performances at 2018 National Regattas and International Competitions entered by British Canoeing (U23/Junior Europeans & Worlds, Piastany and Olympic Hopes) will be used to select athletes to the programme.

All references to age groups are **2018 age groups**, i.e. U18 refers to an athlete who will be U18 on 1st January 2018 (born 2000 or later).

2. England Talent Pathway for Canoe Sprint

The Canoe Sprint England Talent Programme is a tiered structure consisting of three defined levels each with its own qualification criteria and aims. The intent is that this structure provides a pathway for talented junior athletes to progress towards the Sprint Podium Potential and Podium Programme:

- **England Performance Squad (EPS)** – Supporting U23 athletes who are demonstrating the performances to progress to Podium Potential level. There will be up to **12** places available across all classes.
- **England National Talent Squad (ENTS)** - Supporting U18 athletes who are demonstrating the performances to progress to the EPS/Podium Potential Programme. There will be up to **16** athlete places available across all classes.
- **England Super Regional Squad (SRS)** – Supporting 14-17 year olds who are demonstrating the performances to progress to ENTS squad within 2 years. There will be up to **12** athlete places available in each of the four Super Regional Squads (Central, South East, South West and London) across all classes.



4. Canoe Sprint England Talent Programme Selection process

The Talent Pathway Manager is responsible for developing the qualification criteria which will be overseen by the England Talent Pathway Qualification Panel on behalf of the Performance Leadership Team (PLT) and signed off by the Head of Governance and Compliance at British Canoeing. The process for selection of athletes to the England Talent Programme squads against this qualification criteria will be:

1. New athletes can apply for consideration for a place on the England Talent Squad by completing an online form between July 9th 2018 and the 3rd September 2018. This will be advertised on the British Canoeing Talent web page.
2. Existing athletes will be considered for nomination automatically unless the athlete contacts the Talent Pathway Manager by the 3rd September 2018 to remove themselves from being nominated.
3. New athletes will be notified if they are being considered for nomination onto the England Talent Programme.
4. The Matrix points ranking will be reviewed by the England Talent Programme Coaching group and will nominate athletes to appropriate available programme places.
5. The England Talent Pathway Qualification Panel will meet in order to ratify these nominations made by the England Talent Programme Coaching Group and make the final squad selection decisions against the published criteria and programme aims contained within this document.
6. The England Talent Pathway Qualification Panel will comprise of the following:
 1. Talent Pathway Manager – Canoe Sprint (Chairperson).
 2. ENTS National Lead Coach.
 3. Lead Podium Potential Coach.
 4. Talent Pathway Manager – Canoe Slalom.
7. An Individual meeting led by the England Talent Regional Coaches with the athlete, parent and club coaches will then take place to communicate the outcome for the individual athlete on their programme status (By face to face, phone or web based video service e.g. Skype).

The programme runs on an annual cycle and athletes will be offered a place for a year on a specific squad. This is conditional on a 6 month review post selection, where the athlete's progression, performance measured against the Talent Matrix and engagement with programme activity will be assessed.

Athletes will be informed of their position on the programme by 30th September 2018 by their Regional Squad Coach, a full list of final squads will be published on the Talent tab of the British Canoeing website where further details relating to our programme can be found.

5. Additional Notes

The qualification criteria has been written to set out the principles, and create a transparent process to select athletes at each level in the pathway. Situations may arise that may not be covered explicitly by this policy, while the principles will be adhered to, there may need to be some flexibility in this policy to ensure we create effective training squads, take account of regional differences, differing levels of biological development and any other exceptional circumstances.

Under Exceptional Circumstances (e.g. illness/injury/bereavement), athletes who are not able to attend any of the regattas will be required to evidence their rationale through training history, past results, club coaches and England Talent Coaches recommendations.

This will be assessed on an individual basis against the criteria in this policy and each case will be considered on its own merits and does not create precedent for future cases.

British Canoeing operates the Podium and Podium Potential Programme from its' High Performance Centre (HPC) in Nottingham. Support for EPS squad athletes in the form of daily coaching will be provided at the HPC through the Podium Potential Coaches. The purpose of this is to optimise the development and the competitive environment of training alongside Podium Potential athletes to help prepare them for the Podium Potential programme.

We understand that not all athletes will be able to relocate to the HPC in Nottingham and athletes will be supported and encouraged to continue their development within their 'Hub or Club' with regular opportunities offered at the HPC for training as agreed by the Lead Podium Potential Coach and their Club Coach.

6. Eligibility

To be eligible to be part of the England Talent Programme an athlete must be a member of British Canoeing and satisfy the following:

- Have been born in England or;
- Have a parent who has been born in England or;
- Have been a resident in England for over three years.

7. Conflicts of Interest

British Canoeing is committed to upholding high standards of integrity and as such any person who is part of the inclusion decision making process shall declare any conflicts or potential conflicts and shall refrain from participation in the discussion in respect to inclusion 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.

8. Data Protection

British Canoeing is a privacy conscious organization 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 inclusion will be used in accordance with this Statement and in particular will not be shared with any third party without your consent.

9. Policies

For the avoidance of doubt this qualification criteria 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.

10. Communications

British Canoeing is committed to providing open and informative communication in relation to inclusion. All athletes will receive formal confirmation of the squad inclusion. For those athletes who wish to discuss the outcome of decision made, coaches will be available to speak informally to athletes and parents.

11. Appeals

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 the Talent Admin Officer in advance of any inclusion 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 there are independent sources of support and guidance available. Should athletes wish to gain advice they can speak to the Performance Well Being Coach who will direct the athlete appropriately.

If an Athlete wishes to appeal against a decision taken as part of this Inclusion Policy then the following two 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 or Parent/Guardian to the Talent Pathway Manager who will carry out a review in consultation with the England Talent Pathway Qualification Panel and the Head of Performance - Operation.
- 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 Talent Pathway Manager 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 Inclusion 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 inclusion decision 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 persons who carry out the review in accordance with clause 1.1 above 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 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 Talent Pathway Manager to inform them of the Appeal, provide them with a copy of the Notice of Appeal and request that they 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 Talent Pathway Manager 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 inclusion decision and confirm the inclusion of the Athlete in circumstances where it is clear that the grounds of the Appeal have been upheld.
 - b) Confirm the inclusion decision and reject the Appeal.

- c) Quash the inclusion decision and remit the matter back to the Talent Pathway Manager identifying the errors they have found in the conduct of the inclusion 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. FINAL AND BINDING

- 6.1. This is an accelerated process to enable any challenge to be resolved as quickly as is reasonably possible.
- 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 Chief Executive Officer of British Canoeing in their absolute discretion.
- 6.3. Further this it is intended to be conclusive and therefore any athlete who enters into this appeal process accepts that the decision will be final and binding.
- 6.4. Each appeal will be considered on its own merits.

7. CONFIDENTIALITY OF PROCEEDINGS AND PUBLICATION OF DECISION

- 7.1 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.
- 7.2 British Canoeing shall be entitled to publish the decision of the Appeal Panel where it upholds the Appeal (or any element of it) in such manner and to such extent as is necessary to inform all properly interested and affected parties of the status of the Inclusion decision previously published and the resulting position as to Inclusion.