British Orienteering

Selection Policy

Selection Policy

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1. OVERVIEW

The British Orienteering selection policy for the Great Britain squad outlines our commitment to the basic principle of sport ethics and fair play. Selection is the most visible expressions of the way in which we conduct our affairs; because of its wide reaching effects on athletes' careers and their confidence in the system; and because of the associated legal implications.

We have based our selection policy on the principles of human rights, which will protect the interests of all parties involved, and enables the period before major events to be dedicated to preparation rather than distracting disputes.

The policy consists of two elements, the 'general selection policy' and the 'season specific selection policy' (published annually with details relevant to particular competitions and training). The policy should be read in conjunction with the document 'communications and other information for athletes' (published annually, revised during the year as appropriate).

The policy will be used for the following:

Selection into the GB Squad.

Selection for inclusion in the World Class Programmes and levels of funding

Selection for competitions and training

2. PURPOSE OF POLICY

The policy is intended to

Provide athletes with a clear understanding of what is required of them to merit selection.

Provide the selectors with a clear understanding of the procedures they must follow.

Provide objective criteria to assist the selectors in making difficult decisions.

Ensure that selection decisions are transparent and fair.

Provide the procedure for appeals against selection or de-selection decisions

3. OBJECTIVE OF POLICY

The objective of the policy is to support overall focus for the Great Britain international programme on the achievement of any World Class Performance Programme targets. In particular the policy aims to support the international development of athletes who show the ability to place in the top ten at the World Championships in the current season, and those athletes who show strong indications of potential to do so in future seasons.

In support of this overall focus, specific selection objectives for individual competitions may be detailed in the 'season specific selection policy' for any particular year.

4. COMPETITIONS

The competitions, training camps and other events covered by this policy each year will be detailed in the 'season specific selection policy', published annually as an appendix to this document. Any specific objectives for these competitions will also be published in the 'season specific selection policy' as stated in section 3.

The 'season specific selection policy' should be published by 31 December of the preceding year at the latest.

5. SELECTION PROCESS

There will be two selection processes as follows:

Senior selection process (seniors 21+)

Junior selection process (juniors U21 and Start Programme U18)

Both of these selection processes may involve one selector with sole responsibility, or a panel of selectors. In either case, selector roles will be filled by candidates with commitment towards high performance orienteering for the age group concerned. Identification of candidates is the responsibility of the Performance Director, with the approach and corresponding appointments being ratified by the British Orienteering International Committee.

Where a selection process is the responsibility of one selector with sole responsibility, an advisory panel of three 'selection advisers' should also be appointed. If the Performance Director is not the sole selector then he should be one of the three members of the panel. Identification of candidates is the responsibility of the Performance Director if the Performance Director is not the sole selector, and the responsibility of the Chief Executive otherwise. Suitable candidates will have a good understanding of elite international orienteering, the objectives of the GB orienteering team and the selection policy. Panel members should also have an input into the organisation of any special selection races to ensure they are of a suitable standard. Appointments to such an advisory panel should be ratified by the British Orienteering International Committee.

Where a selection process is the responsibility of one selector with sole responsibility and that selector relinquishes the role for any reason, the advisory panel will assume the role of selection panel for that process until revised arrangements are put in place using the procedure specified above.

The selectors are responsible for implementation of the selection policy, including making all selections in accordance with the published selection policy, recording all meetings, and communicating decisions. Where one selector has sole responsibility for selections, his proposed selections should be presented to the advisory panel for ratification that the proposed selections meet British orienteering's selection policy and criteria. If the advisory panel disagree that the selection policy is being followed, and cannot resolve the matter with the sole selector, the final decision is the responsibility of the Performance Director unless the Performance Director is the sole selector, in which case the final decision is the responsibility of the Chief Executive.

The selectors are responsible for carrying out an annual review of the selection policy with the exception of the appeals process and recommending changes for approval by the British Orienteering Federation International Committee. The selectors may also pass comments on the published appeals process to the British Orienteering Management Committee where they feel it is appropriate to do so.

Membership of the selection panels is given in Schedule 1.

6. GENERAL SELECTION POLICY

6.1 General principles

6.1.1 Selection and review procedures are designed to comply fully with World-Class Performance award conditions with regard to such matters as non-discrimination, fair procedures and notification, and may be reviewed at any time should those conditions change.

6.1.2 The 'general selection policy' (with the exception of section 8 'Appeals') is owned by the British Orienteering International Committee, and that body is responsible for approval of the policy and any future changes to it. Section 8 'Appeals' is owned by the British Orienteering Management Committee, and that Committee is responsible for approval of that section and any future changes to it.

6.1.3 Any changes to policy will be communicated to all members of the Great Britain squad and the updated policy will be placed on the British Orienteering website.

6.1.4 Being a member of the Great Britain squad does not itself provide automatic selection for competitions, training camps, or other events. Places at all such events are subject to levels of performance.

6.1.5 There are a maximum number of places available and the number of these may be decided based on levels of finance.

6.1.6 Not all available places for all competitions will necessarily be filled, whether for the World Championships, Junior World Championships, or other competition.

6.1.7 Any selection may contain some younger or less-experienced athletes to help build for the future.

6.1.8 It may be possible with prior agreement for athletes to attend only part of a tour if that fits their personal circumstances.

6.2 Scope of policy.

The policy will be used for the following:

- Selection into the GB Squad.
- Selection for inclusion in the World Class Programmes and levels of funding
- Selection for competitions and training

6.3 Eligibility of athletes

6.3.1 To be considered for selection, all athletes must be members of British Orienteering.

6.3.2 For selection to participate in any specific competition, athletes must meet any specific eligibility criteria of that competition.

6.3.3 Only athletes free from any doping ban will be considered for selection.

6.4 Availability for selection events

The selection events will be published in the 'season specific selection policy'. It is the sole responsibility of the individual athlete to make themselves available for selection events.

6.5 Selection criteria

The specific selection criteria for individual competitions and training camps will be published in the 'season specific selection policy'. This is likely to include performance in specific races and 'all known form' as well as requiring the discretion and judgement of the selectors, for example where clause 6.11 applies.

The primary areas that the selectors will take into consideration are, in order of importance:

- International performance record. (past international performances and demonstrated ability to peak for international competitions, including how recent such performances are).
- Demonstrated potential for high performance
- Current form (for instance results in selection races)

The secondary areas that the selectors will take into consideration are:

- Fitness level (this may include specific indicators such as time trials, and in addition on occasion selection may be made subject to subsequent demonstration of fitness).
- Specific skills (e.g. past performances in relevant terrain)
- Attitude (means to assess this may include athlete's commitment to the 'GB Orienteering Standards and Values', athlete's use of opportunities to improve when offered, collective staff experiences of supporting the athlete, commitment to achieving the highest possible results).
- Overall balance of the team (for instance a reserve may be selected for their ability to cover many disciplines within a team, or a team may need a suitable balance between 'consistent' and 'potential' athletes).
- All known form

6.6 Selection process

The timings of selection announcements will be published in the 'season specific selection policy'. It is the responsibility of the selectors to meet sufficiently in advance of those dates in order to carry out the selection. Although remaining confidential, selection meetings will be minuted and in particular the rationale for any close decisions will be documented.

Where selection of any element of a team is deferred for any reason, the process for making the decision and the timing of the decision will both be communicated alongside the main selection announcement.

Communication of selections to both non-selected and selected athletes will be carried out using the agreed communications approach for that specific occasion.

All teams will be published on the British Orienteering website.

Any appeals must be made according to the published appeals process (see section 8 below). The outcome of any appeal will be binding on all affected athletes as also described in section 8 below...

6.7 Pre-selection

The selectors may consider athletes with demonstrated top 10 or medal potential for pre-selection. Pre-selections will normally be for the team rather than for specific disciplines, and pre-selected athletes are not guaranteed a run in all disciplines.

6.8 De-selection

6.8.1 An athlete may be de-selected from a previously announced team if

6.8.2 They are found to have contravened the rules of the British Orienteering or International Orienteering Federation.

6.8.3 They no longer meet the necessary criteria laid down in the selection policy (for example, they become ineligible for the competition in question).

6.8.4 They suffer illness or injury which the selectors believe will affect their level of performance to an unacceptable level.

6.8.5 Their selection is affected by the decision of an appeals hearing.

6.9 Standards

'In circumstances where the aim is to send the strongest possible team from the athletes available, the number of athletes selected may be determined with reference to the overall objectives given in section 3.

6.10 Feedback

Where an athlete or athlete's coach requires feedback on a selection decision, or on how the athlete's progress is viewed by the selectors and coaches, they should approach the Performance Director in the first instance.

In cases where a selection decision was close or marginal, the non-selected athlete(s) will normally receive feedback as part of the process surrounding announcement of the selected team

6.11 Injury, Illness and Exceptional Circumstances

6.11.1 Selection races: athlete unavailability and underperformance

If an athlete with recent world class results unavoidably misses the selection races or underperforms at the selection races, but is otherwise known to be fully fit and in good form then the selectors have the right to make selections on the basis of those recent world class results.

6.11.2 Selection races: exceptional circumstances

Where a selection race is affected by exceptional circumstances that the selectors deem to impact its appropriateness for use as a selection race (for instance voiding, cancellation or bad weather), the selectors have the right to place increased weight on the other selection criteria.

6.11.3 Withdrawal through injury or illness

Where an athlete withdraws from a team through injury or illness, if there is a nominated reserve then the reserve will be invited to take that athlete's place wherever possible.

However, in circumstances where

a) there is no nominated reserve, or

b) the selectors believe that the nominated reserve will be unable to prepare properly for the competition in the time available (for instance a non-travelling reserve where an athlete withdraws on the day of competition),

the selectors may at their absolute discretion decide:

a) not to fill the vacancy in the team, or

b) to fill the vacancy in the team with an available athlete who will be able to prepare properly in the time available (for instance, in short notice cases this may be an athlete already attending the competition).

6.12 Athlete results and other information

The selectors will be responsible for having relevant performance information for athletes from races held in Great Britain, and for international competitions where athletes represent Great Britain.

For competitions held abroad, it is the responsibility of athletes to ensure that the selection panel are aware of any results or other relevant information that they would like to have taken into account.

6.13 Performances in relays

The selectors may use performances in domestic and international relays when considering an athlete's performances in terms of 'all known form'.

6.14 Reserves

The use of reserves will be published at the same time as the outcome of any selections. This will include whether reserves are expected to come from within the team or separately, and whether they will be travelling or non-travelling reserves.

6.15 Void courses

Where a race is voided, the selectors may still use the race as evidence of athlete's form where it seems appropriate to them to do so.

6.16 Weather-affected courses

Where a race is adversely affected by the weather, particularly where this has the potential to cause unfairness, the selectors will communicate whether they intend to treat the race any differently. Where possible this communication should take place in advance.

However, the selectors may still use the race as evidence of any athlete's form where it seems appropriate to them to do so.

6.17 Use of split times

The selectors may consider the split times from selection races as part of 'all known form' where it seems appropriate to them to do so.

6.18 Cancellation/postponement of selection races

Where any cancellation/postponement (or other similar problem) of a selection races arises, any changes to selection policy and/or selection races will be communicated to athletes as soon as possible via a change to the season specific selection policy.

7. COMMUNICATION

7.1 The timetable for announcement of selection decisions will form part of the 'season specific selection policy' published each year.

7.2 The process for communication of selection decisions will be published in the document 'selection communication for athletes'; available on the website by 21st March.

8. APPEALS PROCEDURE

The appeals procedure is currently under review; once the review is completed the following procedure will be replaced by the British Orienteering Appeals Procedure

8.1 INTRODUCTION

8.1.1 This document sets out the British Orienteering's procedure for selection appeals concerning all National Team selection and de-selection decisions. This Procedure has been adopted for the 2008 season and will remain in place until superseded or amended by British Orienteering.

8.1.2 Selections and any de-selections will take place in accordance with the published National Teams Selection Policy in force (the ***Selection Policy***). Any athlete wishing to lodge an appeal under this Selection Appeals Procedure must be fully familiar with the detailed provisions of the Selection Policy.

8.1.3 This is intended to be an accelerated procedure to enable any challenge to be resolved as quickly as is reasonably possible, whilst still allowing a full investigation to be carried out. This use of an accelerated procedure is designed to avoid any difficulties when there is a short timescale between selection announcement and the event in question.

8.1.4 This is the only applicable appeals procedure and forms the entire agreement between each athlete and British Orienteering (together the *Parties*) as to how National Team selection and de-selection decisions are to be challenged. The Parties agree to submit any dispute concerning any matter connected with or arising out of selection issues to binding arbitration as provided for by the provisions of this Selection Appeals Procedure. The Parties agree that they will not commence, continue or maintain any legal challenge to any matter falling under the jurisdiction of this Procedure, or any decision made under this Procedure, before any court of law or other dispute resolution body, including the Sports Dispute Resolution Panel (the SDRP) and the Court of Arbitration for Sport (CAS). The Parties will treat all decisions under this Selection Appeals Procedure as final and binding upon them.

8.1.5 The Parties agree that this Selection Appeals Procedure supersedes and operates exclusively in relation to any other grievance or appeal procedure published by the British Orienteering Federation for the benefit of its members generally. The athlete shall not by virtue of his or her membership of British Orienteering have recourse to any other appeals or grievance or dispute resolution policy or procedure in respect of the selection decisions covered by this Procedure.

8.2 PARTIES

8.2.1 This Selection Appeals Procedure is binding on British Orienteering and on each athlete who is seeking selection to any British Orienteering National Team.

8.2.2 A copy of this Selection Appeals Procedure will be made available to all athletes who are members of British Orienteering Great Britain squad and any other athletes who aspire to become a member of that squad, and will be published on the British Orienteering website.

8.3 HOW TO APPEAL

8.3.1 This Appeals Procedure is commenced when an athlete affected by a National Team selection or de-selection decision makes a formal written appeal (the *Notice of Appeal*) to the Chairman of the International Committee of British Orienteering which is received within 3 working days of the selection being announced on the British Orienteering website (or if not announced on the website within 3 working days of the first announcement of the selection howsoever made). If the appealing athlete (the *Appellant*) fails to submit the Notice within the time limit set out in this Procedure 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 of British Orienteering in his absolute discretion.

8.3.2 The Notice of Appeal will set out the ground of the appeal and will include full details of the basis of the appeal including the precise manner in which the Appellant alleges that the selection criteria have not been followed. The Notice of Appeal should be as full as possible and will form the basis of the remainder of this Procedure.

8.3.3 If the Appellant believes that he or she may want to call witnesses in support of the appeal then the name(s) of those witnesses should be set out in the Notice of Appeal.

8.3.4 In cases of an appeal against a selection decision, the Appellant will be able to raise arguments not contained in the Notice of Appeal provided that they relate directly to matters which are referred to in the Notice of Appeal. Athletes should be aware however that they may be prohibited from raising wholly new arguments at the hearing about any matter which was not referred to in the Notice of Appeal.

8.4 GROUND OF APPEAL

8.4.1 The sole ground of appeal against the decision of any selection panel (a *Selection Panel*) will be that there has been a failure to follow the Selection Policy. This Selection Appeals Procedure is only provided on this limited ground and must not be seen as an opportunity to dispute the opinion of the Selection Panel where they have followed the proper procedure. In reaching their decision the Selection Panel are acting as experts and the [athletes] agree that in so doing the Selection Panel will exercise judgment and discretion which are not of themselves capable of challenge.

8.4.2 There are no appeals allowed against the content of the Selection Policy and therefore against the actions of the Selection Panel, provided that they follow the Selection Policy.

8.5 APPEALS PANEL

8.5.1 The Appeal Panel will consist of 3 people from the list of names and contact details set out in Schedule 2. The possible panel members must have some knowledge of international orienteering: for example, former athletes, former selectors, or former members of the international committee. The Chairman of the British Orienteering International Committee is responsible for constituting the Appeal Panel, including the appointment of the chair of the panel.

8.5.2 The Appeals Panel will not include anybody that was involved in any way in the original selection procedure, or any person related to or otherwise connected to them or the Appellant.

8.5.3 In the event that any member of the Appeals Panel has any involvement with or is related to an Appellant or any athlete who might be affected by the outcome of the Appeal, or is in any other way placed in a position of conflicting interests in respect of any appeal, he shall be disqualified from sitting on the Appeals Panel and will be replaced by one of the alternative members. It is also important that the Panel members are perceived by all parties as being independent. To this end it is recommended that the Chairman of the British Orienteering International Committee discusses the names of possible members of the panel with the appellant and chairman of selectors when constituting the panel.

8.6 NOTIFICATION OF THE APPEAL HEARING AND RIGHT OF ATTENDANCE

8.6.1 As soon as reasonably practicable, and preferably within 7 working days of the receipt of the formal written appeal, the Appeals Panel shall convene a hearing (the *Appeal Hearing*). The Chairman of the Appeal Panel shall notify the Appellant of the time, date and place of the Appeal Hearing, and shall also notify the members of the relevant selection panel, and any other athlete who reasonably might be affected by a decision (a *Third Party*) to allow the Appeal, of the fact that an Appeals Panel has been convened. These people will be given a copy of the Notice of Appeal and a note of the time, date and place of the Appeal Hearing.

8.6.2 The Selection Panel and the Third Party will be entitled to appear before the Appeals Panel and will be given equal rights of representation as the Appellant.

8.6.3 The Appellant will be asked to pay to British Orienteering a deposit of £50 and will be informed of the possible costs consequences should his or her appeal be rejected.

8.6.4 Until the appeal is decided, British Orienteering will refrain from publishing any further details in relation to the selection which is the subject of the appeal; although the existing details will remain where originally published before the Notice of Appeal was received. British Orienteering will be entitled to continue with the preparation of the selected team and will be under no obligation to support the preparation or training of the Appellant.

8.6.5 Any Third Party should understand that in the interest of fairness and efficiency it is likely that the Appeals Panel will be asked to consider the competing merits of arguments put forward by two or more athletes (including any Third Parties) on the question of the true construction or implementation of the Selection Policy. In such a situation, it is likely that the final decision of the Appeals Panel will determine the rights of all the affected athletes (including those of the Third Party) and any Third Party will be prohibited from raising again, by way of a separate or further appeal, matters which have already been decided upon by the Appeals Panel. The Third Party agrees that this rule will apply to him or her in respect of any complaint they may have which but for the rule would fall to be determined under this Procedure.

8.7 APPEAL HEARING

8.7.1 The Appeals Panel will be entitled to conduct the Appeal Hearing in such a way as they think fit, including based solely on written submissions where they believe this is appropriate.

8.7.2 Any party to the Appeal Hearing will be entitled to be accompanied by one other person. The Chair of the Appeals Panel must approve the attendance of any such accompanying person in advance of the Appeal Hearing.

8.7.3 The final decision of the Appeals Panel, including brief reasons for that decision, will normally be communicated to the Appellant and all other parties verbally on the same day as the Appeal Hearing, and will be confirmed in writing to the Parties within 3 working days of the Appeal Hearing. If there are circumstances preventing an immediate decision, the chairperson of the Appeals Panel will explain the reasons and indicate the earliest date by which he or she expects a decision to be reached.

8.7.4 The Appeal Panel will be entitled but not obliged to award costs against either the Appellant or, in exceptional cases only, British Orienteering . In deciding whether to award costs, the Appeals Panel will have regard to the success or failure of the Appellant and the conduct of the Parties. Costs will be restricted to the reasonable expenses of the Appeals Panel members, and any costs associated with hiring a suitable venue for the Appeal Hearing. British Orienteering will act reasonably in seeking to keep all these costs to a minimum. The Appeals Panel may in its discretion order the refund of the deposit paid by the Appellant.

8.8 REMEDIES

8.8.1 The Appeals Panel will be entitled to rescind the decision of the Selection Panel and confirm the selection of the Appellant only in clear cases where the Selection Policy has not been followed and it is plain that, had the Selection Policy been followed, the Appellant would have been selected.

8.8.2 The Appeals Panel shall be entitled to confirm the decision of the Selection Panel and reject the Appeal.

8.8.3 The Appeals Panel may also quash the selection decision and remit the matter back to the Selection Panel identifying the errors they have identified in the conduct of the selection process.

8.9 COMMUNICATIONS AND NOTICES

8.9.1 Any Notice of Appeal must be sent by registered post to the Chief Executive of the British Orienteering Federation to arrive within the timescales specified in section 8.3.1. The necessary contact details are provided in Appendix 4. An alternative method of providing any Notice of Appeal within the timescales specified in section 8.3.1 may be accepted if such method is specifically agreed with the Chief Executive of the British Orienteering Federation.

8.10 MINOR AND NON-CONSEQUENTIAL BREACHES OF THIS PROCEDURE

8.10.1 Save that the time limit for commencing this Procedure by the Appellant shall be strictly enforced; where any Party deviates from any requirement of this Procedure it shall not invalidate the Procedure or the decision of the Appeals Panel, unless there is a clear and significant risk that the deviation has affected the decision of the Appeals Panel.

8.11 CONFIDENTIALITY OF PROCEEDINGS AND PUBLICATION OF DECISION

8.11.1 British Orienteering , the Appellant and any Third Party are under an obligation of confidentiality in respect of any appeal under this Procedure. Save as permitted under this Selection Appeals Procedure, none of these Parties will make any public statement or disclosure of the contents of the Notice of Appeal, or any other matter referred to by any of the Parties during the course of an appeal.

8.11.2 British Orienteering will 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 selection decision previously published and the resulting position as to selection.

8.12 AMENDMENTS TO THIS PROCEDURE

8.12.1 British Orienteering will be entitled to amend this Procedure from time to time and such amendments will take effect from the first date of publication of the complete amended procedure on the British Orienteering website.

SCHEDULES

SCHEDULE 1: Selection panel members

1.1. Senior selection panel (21+)
The sole selector for GBR senior teams in 2008 is David Peel, Head Coach.

The selection advisory panel is made up of:
Derek Allison, Performance Director (Chair)
Jon Cross
Lorna Eades

1.2. Junior selection panel (juniors U21 and start programme U18)
The selectors for GBR junior teams in 2008 are:
James Williams (Chair)
Elizabeth Furness
Richard Barker
In addition, Jason Inman attends the selection meetings as GB Junior Coach and has a vote for U21 selections but not for U18 selections.

SCHEDULE 2: Appeal panel candidates

(A list of candidates has been identified and will be published once all have been approached and agree to carry out the role if required).

APPENDICES

APPENDIX 1: Season selection policy (seniors)
This is already published on the British Orienteering Federation website.

APPENDIX 2: Season selection policy (u21s)
This is already published on the British Orienteering Federation website.

APPENDIX 3: Season selection policy (u18s)
This is already published on the British Orienteering Federation website

APPENDIX 4: Contact Information

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