



PROVINCIAL TEAM SELECTION POLICY			
Reviewed:	March 26, 2017	Effective:	March 29, 2017
Next Review:	March 2020	Approval:	Board of Directors

1. APPLICATION

This Policy serves as a general guide for Athletics Ontario’s (AO) Provincial Team nomination and selection process for Athletes Coaches and team support staff (Manager, medical staff, etc.). This policy is applicable for selection to all Provincial Team events (i.e. Athletics Canada Cross Country Championships, Canada Summer Games, Regional and Dual Meets, etc.).

2. CRITERIA

For each specific Provincial Team event, a “Selection Criteria Document” will be approved and published by the Selection Committee. The Selection Criteria Document outlines the selection process for each team, including:

- (a) **Team objectives** - Stipulated in Selection Criteria Document for specific competition
- (b) **High performance principles** - Stipulated in Selection Criteria Document for specific competition
- (c) **Eligibility selection for -**

Athletes:

- 1) Must meet the age criteria dictated by the Competition
- 2) Registered competitive member of Athletics Ontario , in good standing
- 3) Must be a Canadian citizen or landed immigrant and be prepared to show documentation
- 4) Must submit a declaration prior to the deadline (this includes athletes who have received an exemption from competing in the Selection Meet).
- 5) Has met the minimum performance standard at a sanctioned meet recognized by Athletics Ontario, other provincial branch or member Federations of the IAAF
- 6) Must have had a permanent domicile or actual residence located, for at least 180 days prior to the opening of the Games, within Ontario. An athlete can have only one domicile
- 7) Compete at the team selection Trials established for each team
- 8) For purposes of selection the following performances will not be eligible for selection or funding:
 - Wind-Aided Performances;
 - Hand-Timed Performances

Coach:

- 1) Be a current registered Coach of Athletics Ontario, in good standing
- 2) Accredited in the National Coaching Certification Program (NCCP)
- 3) Head Coach - Minimum Club Coach “Certified” (Level 2)
- 4) Assistant Coaches - Minimum Sport Coach “Trained” (Level 1) - Actively in the Process of being “certified”
- 5) Adhere to the Coaches Code of Conduct and all other AO Policies
- 6) Submit a current vulnerable sector police check
- 7) Must declare for coaching position
- 8) Minimum coaching requirements are outlined in Appendix B

Team Manager:

- 1) Be a current registered member of Athletics Ontario, in good standing
- 2) Adhere to the Member Code of Conduct and all other AO Policies
- 3) Submit a current vulnerable sector police check
- 4) Must declare for manager position

Integrated Support Team:

- 1) Certified and Licensed
- 2) Submit a valid vulnerable sector police check
- 3) Adhere to the Member Code of Conduct and all other Policies
- 4) Must declare for IST position
- 5) Valid liability coverage through their institute
- 6) Valid Sports First Responder First Aid

- (d) **Selection processes** - Stipulated in Selection Criteria Document for specific competition
- (e) **Selection criteria** - Stipulated in Selection Criteria Document for specific competition. All selections will be made with this policy and the selection criteria document. In the event that there is a conflict between this policy and the selection criteria document, the selection criteria document will prevail.
- (f) **Deadlines** - Stipulated in Selection Criteria Document for specific competition
- (g) **Qualifying periods** - Stipulated in Selection Criteria Document for specific competition
- (h) **Standards and exceptions** - Stipulated in Selection Criteria Document for specific competition

3. SELECTION

Applications will be reviewed and assessed by a Selection Committee approved by the AO BOD. The Head Coach is added to this committee for the selection of other Coaches, Managers and Integrated Support Staff. Areas considered for selection are as follows:

- (a) **Athlete** - All athlete selections will be made by Selection Committee in accordance with the Selection Criteria Document.
- (b) **Coach** - (no particular order)
- 1) Coaching certification beyond the level stipulated
 - 2) Experience on previous AO teams and National teams
 - 3) Actively coaching
 - 4) Coaching athletes at the level of the team (previously/currently)
 - 5) National team experience (athletes/team assignments)
 - 6) Provincial medalists at level of team Athlete rankings (provincial and/or national)
 - 7) ****No person may be appointed to the position of Head Coach of a Provincial Team more than once in any calendar year. There is no limit to the number of times a person can be appointed to other coaching positions**
- (c) **Team Manager** - (no particular order)
- 1) Experience on previous AO teams and National teams
 - 2) National team experience (athletes/team assignments)
 - 3) Knowledge of the structure of Athletics Ontario

- 4) Related managerial experience
 - 5) Fiscally responsible
 - 6) Communication skills
- (d) **Intergraded Support Team** - (no particular order)
- 1) Experience on previous AO teams and National teams
 - 2) Knowledge of the structure of Athletics Ontario
 - 3) Related athlete specific experience
 - 4) Communication skills
 - 5) Certifications and licences
- (e) **Rules** - Regarding selection criteria standards, except as explicitly provided in the Selection Criteria Document, the most restrictive criteria of the International Association of Athletics Federation (IAAF), International Paralympics Committee (IPC), Athletics Canada (AC), local organizing committee or other relevant international governing body rule(s) will prevail.
- (f) **Trials** - Except as explicitly provided in the Selection Criteria Document, all athletes must compete at the identified Qualifying Trial(s) to be eligible for selection.
- (g) **Qualifying Period** - Except as explicitly provided in the Selection Criteria Document, no performances in events that occur before or after the end of the applicable Qualifying Period will be valid for the purpose of selection to the team.
- (h) **Team Announcement:** The composition of teams will be announced by AO through established communication channels (i.e., posting on the AO web-site). Athletes who are selected will be contacted directly by AO prior to the public announcement.
- (i) **Amendments** - AO reserves the right to amend the Selection Criteria Document. If amendments are made they will be communicated as soon as possible through established communication channels (i.e., posting on the AO web-site).
- (j) **Unforeseen Circumstances** - In situations where unforeseen circumstances do not allow the process for selection as contemplated in the Selection Criteria Document to be implemented, the Selection Committee reserves the right to determine an appropriate course of action. Depending on the circumstances, such course of action may involve implementation of an alternate process for team selection.
- (k) **Team Travel Obligations** - Athletes who wish to participate on all AO Provincial Teams are required to comply with AO travel plans (including participation in pre-competition and pre-target-event training camps and competitions), as they pertain to training schedules, travel and accommodation schedules.
- (l) **Appeals for Selection**
- i. Appeals of team selection decisions may only be submitted by athletes deemed eligible to submit appeals as specified in the Selection Criteria Document.
 - ii. Appeals may be submitted for circumstances related to athlete illness or injury or other reasonable technical circumstance deemed appropriate by the Selection Committee.
 - iii. The Selection Committee will decide all first level appeals, bearing in mind the team objectives and high performance principles as specified in the Selection Criteria Document.

3. NON COMPLIANCE

Failure to comply with any of the Policy obligations (outlined above) may result in de-selection from a team.

4. PROCEDURES

(a) **Performance Regulations** - Athletes will be regulated on the following:

1) Track and Field Results:

- a) Must meet the age criteria dictated by the Competition.
- b) Registered competitive member of Athletics Ontario, in good standing.
- c) Must be a Canadian citizen or landed immigrant and be prepared to show documentation.
- d) Must submit a declaration prior to the event. This includes athletes who have received an exemption from competing in the Selection Meet.
- e) Has met the minimum performance standard at a sanctioned meet recognized by Athletics Ontario, other provincial branch or member Federations of the IAAF.
- f) Performance results must have been achieved at competitions listed on the AC, IPC or IAAF Member Federation fixtures lists, and must be recognized on the official AC performance ranking lists.
- g) Performance results achieved in mixed track events under 5000m involving both male and female participants, held completely in a Stadium, shall not be accepted for the purposes of team selection, pursuant to IAAF Rule 147.
- h) Hand-timed performances in 100m, 200m, 400m, 110m/100m Hurdles, 400m hurdles and 4x100m relay will not be accepted for the purposes of team selection. For all other timed events, hand-timed results will be accepted for national team selection purposes as long as it is properly documented and signed by the chief track referee. For the 800m, hand times will be converted to 'electronic' equivalencies by adding 0.14' to the hand-timed result.
- i) Where allowed by the Selection Criteria and relevant Games and/or international event organizer, for the 1500m event, converted mile performances to 1500m, based on IAAF Scoring Tables equivalencies, will be accepted. Converted standard performances are acceptable regardless of any electronic performance which may be recorded at the 1500m mark.
- j) Indoor performances will not be accepted for the purposes of team selection for outdoor events.
- k) It is the sole responsibility of the athlete to submit performance results to AO prior to the Athlete Declaration deadline.
- l) Must have had a permanent domicile or actual residence located, for at least 180 days prior to the opening of the Games, within Ontario. An athlete can have only one domicile.
- m) Compete at the team selection Trials established for each team
- n) For purposes of selection the following performances will not be eligible for selection or funding:
 - Wind-Aided Performances;
 - Hand-Timed Performances

2) Race Walk and Road Running Results:

- a) For marathon, Half Marathon and Race Walk, both road and track performance results will be accepted for the purposes of team selection.

(b) **Team List Announcement** - the composition of teams will be announced by AO through established communication channels (i.e., posting on the AO web-site). Athletes who are selected will be contacted directly by AC prior to the public announcement.

(c) **Team Travel Obligations**

- 1) Athletes who wish to participate on all AO Provincial Teams are required to comply with AO travel plans (including participation in pre-competition and pre-target-event training camps and competitions), as they pertain to training schedules, travel and accommodation schedules.
- 2) Upon accepting a position on a Team, athletes agree to fully participate in both the final preparation camp and the full duration of the event as identified.
- 3) Upon accepting a position on a Team, athletes also agree to travel on the official traveling dates.
- 4) In extraordinary circumstances, exceptions to these Team Travel Obligations may be granted at AO's sole discretion. The request for an exemption must be made in writing well in advance of travel dates.
- 5) Failure to comply with Team travel obligations may result in de-selection from a team.

(d) **Appeals for Selection**

- 1) Athletes who wish to submit a first level appeal must submit such appeal to the Selection Committee within 5 business days following the announcement of the team list. Athletes should complete the form below or e-mail (office@athleticsontaio.ca) for an appeal to be officially reviewed.
- 2) If it is determined by the Selection Committee that an appeal, if successful, would displace another athlete nominated to the team as per the Selection Criteria, that athlete will be consulted as part of the Selection Committee deliberations, and will be bound by the Selection Committee's decision.
- 3) Where the appeal relates to injury or illness, the athlete must supply documentation from a medical practitioner diagnosing the injury or illness. Any decision by the Selection Committee on an appeal relating to illness or injury must take into consideration the athlete's ability to fulfill the Competitive Readiness policy.
- 4) All other types of appeals will be handled through the AO Summary Dispute Resolution Process -- Appendix B of the AO Dispute Resolution Policy.

Appendix - A

ONTARIO TEAM SELECTION - APPEAL FORM

Note: Please submit to office@athleticsontario.ca.

Ontario Team Appeal for Selection

First Name: _____ **Last Name** _____

Primary Email: _____

Primary Coach Name: _____

Coaches Email: _____

Coaches Phone Number _____

Appealing for AO Team:

Did you achieve the minimum standard for the selected team?

Yes **No**

Reason for Appeal:

(If the appeal relates to injury or illness, please include a medical diagnosis from a medical practitioner)

I, (name) _____ wish to submit an Appeal for Selection based on the information provided below. **Please write neatly.**

I declare that the statements made above accurate and truthful.

Appendix - B

ON TEAM COACHING PATHWAY

NCCP Coaches are described as follows:

- **'In Training'** when coach has completed some of the required training for a context
- **'Trained'** when coach has completed all required training for a context;
- **'Certified'** when coach has completed all evaluation requirements for a context.

ON Team	Level 1	Level 2	Level 3
Provincial Teams	Bantam Teams Midget Teams ON Summer Games	Youth Teams Junior Teams Espoir Teams	Jeux De Canada Games Provincial XC Team International Team
NCCP Coaching Requirements			
Head Coach	Club Coach "Certified" (Level 2)	Performance Coach "Certified" (Level 3)	Performance Coach "Certified" (Level 3)
Assistant Coaches	Sport Coach "Trained" - actively in the process of being "certified"	Club Coach "Trained" (Level 2) - actively in process of being "certified"	Performance Coach "Trained" (Level 3) - actively in process of being "certified"