



TEAM SELECTION POLICY			
Reviewed:	April 2022	Effective:	May 1, 2022
Next Review:	April 2025	Approval:	April 30, 2022

Policy Application

1. This Policy serves as a general guide for Athletics Ontario’s (AO) Provincial Team selection process for athletes, coaches and team support staff (manager, medical staff, etc.). This policy is applicable for selection to all AO Provincial Team events (e.g. AO Cross Country Championships, Ontario Summer Games, Regional and Dual Meets, etc.).

Selection Process

Selection Committee

2. Applications will be reviewed and assessed by a Selection Committee of AO staff selected by the CEO, in consultation with the High-Performance Manager. The CEO may choose to add non-staff members at their discretion. The selected Team Head Coach is added to this committee for the selection of the athletes, other coaches, managers, and integrated support staff.

Team Selection Criteria Document

3. For each specific AO Provincial Team event, a Team Selection Criteria Document (TSCD) will be approved and published by the Selection Committee. Questions about the TSCD should be directed to the Selection Committee in advance of the end of the selection period. In the event that there is a conflict between this policy and the TSCD, the TSCD will prevail.

4. The TSCD outlines:

- a) Team objectives
- b) Eligibility selection for athletes, coaches, managers and integrated support team members
- c) Selection processes
- d) Specific selection criteria
- e) Deadlines for declaration
- f) Qualifying periods
- g) Standards and exceptions.

General Selection Guidelines and Criteria

5. The following general selection guidelines and criteria will apply:

a) **Athlete** - (no particular order)

- i. Meets the criteria in the specific TSCD;
- ii. Is a registered competitive member of AO, in good standing;
- iii. Is a Canadian citizen or landed immigrant and is prepared to show documentation;
- iv. Submits an athlete declaration prior to the Selection Meet identified in the TSCD. This includes athletes who have received an exemption from competing in the Selection Meet, if applicable.
- v. Has met the minimum performance standard at a sanctioned meet recognized by AO, other provincial branches or Member Federations of World Athletics;
- vi. Performance results must have been achieved at competitions listed on the AO, Athletics Canada, International Paralympics Committee or World Athletics Member Federation fixtures lists, and must be recognized on the official Athletics Canada performance ranking lists;
- vii. Has had a principal residence located, for at least 180 days prior to the competition, within Ontario. An athlete can have only one principal residence;
- viii. Competes at the team selection trials established for each AO Provincial Team, if applicable.

b) **Coach** - (no particular order)

- i. Is a registered coach with AO, in good standing;
- ii. Declares for the coaching position;
- iii. Has a coaching certification at or beyond the level stipulated in the AO coaching pathway set out in Appendix B to this Policy;
- iv. Has had experience on previous AO Provincial Teams and/or other provincial, territorial or National teams;
- v. Is actively coaching;
- vi. Has experience coaching athletes at the level of the AO Provincial Team (previously/currently);
- vii. National team experience is an asset (athletes/team assignments);
- viii. No person may be appointed to the position of Head Coach of an AO 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)

- i. Is a registered member of AO, in good standing;
- ii. Experience on previous AO Provincial Teams and National teams is an asset;
- iii. Submits a current police check;
- iv. Declares for a team manager position;
- v. Has knowledge of the structure of AO;
- vi. Has related managerial experience;
- vii. Is fiscally responsible;
- viii. Has superior communication skills.

d) **Integrated Support Team** - (no particular order)

- i. Experience on previous AO Provincial Teams and National teams is an asset;
- ii. Has knowledge of the structure of AO;

- iii. Has related athlete specific experience;
 - iv. Submits a current police check;
 - v. Declares for integrated support team position;
 - vi. Has strong communication skills;
 - vii. Is certified and licensed in area of expertise;
 - viii. Has valid liability coverage through their institute;
 - ix. Has valid Standard First Aid-CPR.
- e) **Rules** - Regarding selection criteria standards, except as explicitly provided in the TSCD, the most restrictive criteria of World Athletics, the International Paralympics Committee, Athletics Canada, the local organizing committee or other relevant international governing body rule(s) will prevail.
 - f) **Trials** - Except as explicitly provided in the TSCD, all athletes must compete at the identified Qualifying Trial(s) to be eligible for selection.
 - g) **Qualifying Period** - Except as explicitly provided in the TSCD, no performances in events that occur before the start of or after the end of the applicable Qualifying Period will be valid for the purpose of selection to the AO Provincial Team.
 - h) **Amendments** – AO reserves the right to amend the TSCD. If amendments are made, they will be communicated as soon as possible through established communication channels (e.g., posting on the AO website).
 - i) **Unforeseen Circumstances** - In situations where unforeseen circumstances do not allow the process for selection as contemplated in the TSCD to be implemented, the Selection Committee reserves the right to determine an appropriate course of action. Depending on the circumstances, such a course of action may involve implementation of an alternate process for team selection.
 - j) **Non-Compliance** - Failure to comply with any of the obligations of this Policy or the relevant TSCD may result in de-selection from a team.

Performance Regulations

- 6. Athlete performances will be regulated on the following, unless specifically communicated differently in the TSCD:
 - a) Track and Field Results:
 - i. 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 World Athletics Rule 147.
 - ii. 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 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.
 - iii. Where allowed by the relevant TSCD, Games and/or international event organizers, for the 1500m event, converted mile performances to 1500m, based on World Athletics Scoring Tables equivalencies, will be accepted. Converted standard performances are acceptable regardless of any electronic performance that may be recorded at the 1500m mark.
 - iv. Indoor performances will not be accepted for the purposes of team selection for outdoor events.
 - v. It is the sole responsibility of the athlete to submit performance results to AO prior to the athlete declaration deadline specified in the TSCD.

vi. For purposes of selection the following performances will not be eligible for selection or funding:

- Wind-Aided Performances, as defined in the World Athletics Rules;
- Hand-Timed Performances, as defined in the World Athletics Rules, except as outlined in section 6(a)(ii)

b) Road Running & Road Race Walk Results: Both road and track performance results will be accepted for the purposes of team selection.

c) Cross Country Results: Performance in most recent Ontario provincial championships will be valid for consideration. Alternate results will be considered in some circumstances at the discretion of the Selection Committee.

Post Selection

7. Team List Announcement - the composition of AO Provincial Teams will be announced by AO through established communication channels (e.g., posting on the AO website). Athletes who are selected will be contacted directly by AO prior to the public announcement.

8. Team Travel Obligations:

- a) 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.
- b) Upon accepting a position on an AO Provincial Team, athletes agree to fully participate in both the final preparation camp and the full duration of the event as identified.
- c) Upon accepting a position on an AO Provincial Team, athletes also agree to travel on the official traveling dates.
- d) 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.
- e) Failure to comply with team travel obligations may result in de-selection from an AO Provincial Team.

Appeals for Selection

9. Appeals of AO Provincial Team selection decisions may be submitted only by athletes deemed eligible for competition as specified in the TSCD.

10. Athletes must submit their appeal using the form (Appeal Form) attached as Appendix A to this Policy

11. Appeals may be submitted for circumstances related to athlete illness, injury or other reasonable technical circumstance deemed appropriate by the Team Selection Appeal Panel (Appeal Panel) formed as described in (d) below. Where the appeal relates to illness or injury, the athlete must support the appeal with documentation from a medical practitioner diagnosing the injury or illness and clearing the athlete to compete. Any decision by the Appeal Panel related to illness or injury will take into consideration the athlete's ability to fully participate with the AO Provincial Team.

12. Forthwith upon receipt of a completed and signed Appeal Form, the Chair of the Selection Committee will contact the Board Chair and request that an Appeal Panel be formed to deal with the issue, and the Board Chair will act to establish as soon as possible a three-person Appeal Panel, which shall consider the athlete's appeal and make a determination. In situations where the Board Chair cannot be contacted, the CEO will act to establish the three-person Appeal Panel.
13. The Appeal Panel will be comprised of the Chair or Vice Chair of the AO Officials Committee, an AO member coach who has previously been a coach of an AO Provincial Team, and an athlete who is an AO member, with preference being given to an athlete who is a member of the AO Athlete Advisory Committee.
14. The Appeal Panel will make a decision on the athlete's appeal taking into account the requirements of this Policy and the relevant TSCD and the team objectives specified in the relevant TSCD. The Appeal Panel shall, in a procedurally fair manner, hear the athlete's objection and also hear from the Chair of the Selection Committee and from any other athlete and their coach who may be affected by the appeal before coming to a decision on the appeal.
15. The only decision that the Appeal Panel may make is to accept the appeal and to select the athlete for the AO Provincial Team in question or to reject the appeal and confirm the decision of the Selection Committee not to select the athlete for the AO Provincial Team in question.
16. In making its decision, the Appeal Panel is not authorized to alter this Policy or the relevant TSCD or any rule, policy, procedure or by-law of AO that has been properly passed and implemented by the Board of Directors.
17. Athletes who wish to submit an appeal must submit such appeal within 5 calendar days following the announcement of the AO Provincial Team list.
18. If it is determined by the Selection Committee that an appeal, if successful, would displace another athlete selected for the relevant AO Provincial Team, that athlete and their coach will be consulted as part of the Appeal Panel's deliberations, and will be bound by the Appeal Panel's decision.
19. The Appeal Panel's decision to accept or reject the appeal is not appealable.

Appendix - A

Athletics Ontario Provincial Team Selection - Appeal Form

Note: Please submit to office@athleticsontario.ca.

Appeal for Selection

First Name: _____ Last Name _____

Primary Email: _____

Primary Coach Name: _____

Coach's Email: _____

Coach's Phone Number _____

Appealing for AO Provincial Team:

Did you meet all eligibility requirements for the selected team?

Yes

No

Reason for
Appeal:

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

I, (name) _____ wish to submit an Appeal for Selection based on the information provided in and accompanying this Appeal Form.

I declare that the statements made above are accurate and truthful.



Appendix - B

ONTARIO 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 the coach has completed all evaluation requirements for a context.

ON Team	Level 1	Level 2	Level 3
Provincial Teams	U14, U16	U18, U20, U23 and Open	Canada Summer Games
NCCP Coaching Requirements			
Head Coach	Club Coach Certified	Performance Coach Certified	Performance Coach Certified
Assistant Coaches	Sport Coach Trained and actively in the process of being certified	Club Coach Trained and actively in process of being certified	Club Coach Certified