



## Surfing England Selection and Selection Appeals Policy

### Team England Para surfing

### Training Squad and Team Events, e.g. World Championships

#### Contents

Definitions.....	2
1. Objectives and Approach.....	3
2. The Purpose of the Selection Policy .....	3
3. The Selection Panel .....	3
4. Eligibility .....	4
5. The Selection Process .....	5
6. Appeal Process.....	5
Grounds of Appeal .....	5
The Process.....	6
How to Appeal .....	6
The Appeal Panel.....	7
7 Squad Selection Criteria.....	7
8 Wildcards Criteria to join training squad .....	7
9 European or ISA World Para Surfing Championships Selection Criteria.....	8
10 Support Staff for Team Events .....	9

## Definitions

“ADRV”	means Anti-Doping Rule Violation
“Appeal”	means an appeal against a Selection decision under the Policy;
“Appeal Panel”	means the panel which addresses Formal Appeals once they go beyond the capacity of the Selection Panel;
“Appeal Process”	means the process for addressing Appeals within the Policy;
“Appellant”	means any athlete or Authorised Representative who makes an Appeal against a Selection decision;
“Authorised Representative”	means any party who is authorised to accompany the Appellant at certain stages of the procedures outlined within the Policy;
“Chairperson”	means the Chairperson of Surfing England’s Board
“Chair of the Appeal Panel”	means the individual whose role is to have leadership responsibilities over the Appeal Panel;
“GBR”	means the United Kingdom of Great Britain and Northern Ireland;
“Notice of Appeal”	means the notice given by the Appellant to initiate Appeal proceedings;
“Para Surfing”	As defined by International Surfing Association (ISA)
“Surfing England”	means Surfing England Ltd.;
“Second Appeal Notice”	means the notice received by the Appeal Panel once the Appeal Process has advanced beyond the Selection Panel’s deliberations;
“Selection”	means the process of selecting athletes to represent England to Surfing England Squads
“Selection Panel”	means the Surfing England Selection Panel; a committee responsible for the Selection or nomination of Surfing England Squads or Surfing England Teams and decides upon Informal selection appeals

## 1. Objectives and Approach

- 1.1. This document outlines the Selection Policy ('Policy') which Surfing England will follow when selecting athletes for Team England Para training squad, and at Team events, e.g. ISA World Para Surfing Championships.
  - 1.2. The Policy sets out the overarching Selection process as well as specifically outlining the selection criteria.
  - 1.3. The Policy also describes an Appeal Process. Any Appeal against a decision of the Selection Panel must follow strict procedures laid down in the Appeal Process. Adherence to the process ensures that all Appellants are treated equally. There is a financial charge for making an Appeal to discourage frivolous Appeals.
  - 1.4. Surfing England reserve the right to, without redress amend the Policy and/or the Selection Criteria contained herein. including in particular but not restricted to an event such as COVID-19 which materially impacts any matters related to the Policy, including in respect of qualification events or timelines.
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## 2. The Purpose of the Selection Policy

- 2.1. The purpose of the Selection Policy:
    - 2.1.1. The primary purpose of the selection policy is to select the training squad, wildcards and teams for events.
    - 2.1.2. The second purpose is to give the selection panel, balanced with available resources, is the option to help developing talent with exposure to world level competition.
    - 2.1.3. The selection panel may consider current performance, future potential and an athlete's contribution to team culture in support of the primary and secondary objectives of the policy.
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## 3. The Selection Panel

- 3.1. The Selection Panel is responsible for the implementation of the policy and shall as a minimum consist of:
  - A Chairperson and 2 additional members of the para management team or Surfing England operations team.

- 3.2. The Selection Panel can be extended to include additional coaching staff, and shall be quorate if 3 members are present, provided one is either a Surfing England board member or senior member of the executive team. In the result of any voting that is tied, the Chair shall have the casting vote.
  - 3.3. Selections will be made without bias or discrimination, and, as such, any conflicts, real or perceived, must be declared and recorded at the start of the meeting. The existence of a disclosed conflict will not preclude a Selection Panel member, or attendee, from participating in deliberations. Depending on the nature of the conflict a Selection Panel member may have to abstain from voting if required. The Chair will make the final decision on if a person must abstain from voting.
  - 3.4. The Selection Panel has total discretion to make Selections but in accordance with the purpose of the Policy stated above. It will use, in conjunction with its own assessment, the Selection criteria as a guide to their deliberations and conclusions.
  - 3.5. Any Appeal made against a decision of the Selection Panel cannot challenge the exercise of discretion unless the Appeal can demonstrate that the discretion has not been exercised in a reasonable manner and that such discretion was exercised in such a way as to be prejudicial to the Appellant.
  - 3.6. The Selection Panel will not give any preference to athletes who work or train, or who are in any other way associated with partners of, or entities associated with, Surfing England, and all Selections will be made in accordance with the rules and procedures laid down in the Policy.
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## **4. Eligibility**

- 4.1. No athlete may be selected under or pursuant to the Policy unless they have satisfied the basic eligibility criteria.
- 4.2. The athlete must:
  - 4.2.1. hold a British Passport and/or be eligible under ISA rules to compete for England;
  - 4.2.2. be a member of Surfing England (if you are not a member, please join here: <https://www.surfingengland.org/member/>);
  - 4.2.3. be WADA and UKAD compliant and not be banned or suspended from competition due to an Anti-Doping Rule violation (ADRV) ruling or Investigation;
  - 4.2.4. not be serving a suspension for any other disciplinary offence;
  - 4.2.5. be over 14 years of age and physically and mentally fit to compete; and

- 4.2.6. have competed at the English Para Surfing Open, with exception only in exceptional circumstances such as injury or sickness with doctors note or family bereavement
- 4.3. All athletes are self-funded for attending training and competitions.
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## 5. The Selection Process

- 5.1. The Selection Panel is responsible for Selection of athletes and wildcards for the training squad. The panel are also responsible for selecting surfers for team events. E.g. ISA World Para surfing Championships.
- 5.2. Following Selection Panel meetings, athletes will be notified of their Selection for Team England by Surfing England and Selections will be published on the Surfing England Website.
- 5.3. For European and ISA Worlds selections, an appeals window is open for 3 days after the post has been published. Selected athletes must confirm with Surfing England their intention to take up the place prior to the Appeals window closing. (see 6.6 below).
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## 6. Appeal Process

- 6.1. There is no appeals process for squad selection.
- 6.2. Any Appeal against Selection for Team events e.g. Europeans/ISAs, must follow the Appeal Process laid down in this Selection Policy. Any Appeal against a decision of the Selection Panel must follow strict procedures.

### Grounds of Appeal

- 6.3. An athlete, or their Authorised Representative, (“the Appellant”), may make an Appeal against a Selection decision only on one or more of the following grounds:
- 6.3.1. there has been a failure to apply the Criteria contained within the Selection Policy
- 6.3.2. the Selection Panel has failed to follow its procedures properly; and/or
- 6.3.3. the Selection Panel’s discretion has not been exercised in a reasonable manner and that such discretion was exercised in such a way as to be prejudicial to the Appellant.

### The Processes Informal and Formal

- 6.4. In the first instance an Informal Appeal is made to the Selection Panel, by email, no longer than 3 days after receiving the selection panel's decision, to: [appeals@surfingengland.org](mailto:appeals@surfingengland.org) a hard copy of the appeal should be retained by both the Appellant and the Selection panel.
- 6.5. The selection panel will consider the Appeal and respond, by email, in no longer than 3 days either:
- a) agreeing with the Appellant and changing the original decision; or
  - b) rejecting the Appellant's Appeal and explaining its reasons for the decision.
- 6.6. If an Appellant is not satisfied with the outcome of the Informal Appeal, then the Appellant may make a Formal Appeal ("the Formal Appeal Notice") to a different panel, the Formal Appeal Panel ("the Formal Appeal Panel"), based on the same grounds of Appeal and Appeal Notice.
- 6.7. Outcomes available to the Formal Appeal Panel are:
- 6.7.1. to confirm the Selection decision under the Informal Appeal and reject the Appeal; or
  - 6.7.2. to refer the Selection decision under Appeal back to the Selection Panel, identifying errors they have made in their deliberations or process, (as per the grounds outlined in clause 6.2), and requesting a new decision is made, or the original decision is confirmed correcting any errors made by the Selection Panel within a timeframe which allows their conclusions to be implemented.

### How to make a Formal Appeal

- 6.8. A Formal Appeal Process is commenced by the Appellant, addressing an email to [appeals@surfingengland.org](mailto:appeals@surfingengland.org) The email should be sent 3 business days of the notification of the failed Informal Appeal
- 6.9. The Notice of Appeal must clearly set out the details of the decision which is being appealed and include full details of the Appellant's ground(s) of Appeal. The Notice of Appeal should attach any documents or written evidence relevant to the grounds of Appeal and which are relied upon by the Appellant.
- 6.10. All Formal Appeals must be accompanied by a bank transfer of £250 which will be refunded should the Appeal be upheld under Clause 6.5.2 above. Information regarding the bank transfer of the £250 will be stated in the response email from [appeals@surfingengland.org](mailto:appeals@surfingengland.org)
- 6.11. In the event of any Formal Appeal, the meeting note of the Formal Appeal Panel's decisions will be made available to the Appellant upon request and will be provided within one business day of such request. In some cases, it may be necessary to redact elements of the relevant minutes or meeting note.

### The Formal Appeal Panel

- 6.12. Surfing England will nominate an Formal Appeal Panel of at least 3 members, none of whom sat on the Selection Panel, and none of whom are conflicted. The members will select a Chair of the Appeal Panel.
- 6.13. The Formal Appeal Panel must receive the Formal Appeal Notice within the time frames stated in Clause 6.7. The only fee required is when the Appellant first makes an Formal Appeal to the Formal appeal Panel
- 6.14. The Chair of the Appeal Panel will convene a meeting to take place as soon as reasonably practical following the Formal Appeal Notice, or, if urgent for reasons of a specific event, then to take place within a time frame which allows their conclusions to be implemented.
- 6.15. The Formal Appeal Panel will investigate the grounds of the Formal Appeal set out in the Appeal Notice and establish, to their reasonable satisfaction, which of the outcomes set out in Clause 6.6 is appropriate. The Chair of the Formal Appeal Panel will notify the Selection Panel and the Appellant of their decision immediately after the meeting.
- 6.16. The decision of the Formal Appeal Panel, is final. No further Appeal of the same initial grounds of appeal will be considered.

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## 7 Squad Selection Criteria

At the start of each year, a training squad will be selected for the year ahead.

7.1. Squad selection will be based on, but not limited to:

- Event performance:
  - ISA Worlds, EuroSurf, National Championships, Association of Adaptive Suring Professionals (AASP), Para Surf League (PSL)
- Commitment to surfing, the drive to improve, and wider fitness training
- Attendance at training (in person and digital workshops).
- Contribution to team and attitude.

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## 8 Wildcards Criteria to join training squad

A wildcard is a place on Team England Para training squad available to those who may not have the requisite level of event performance or track record on the squad.

All applicants must fulfil the standard eligibility criteria to be able to surf for the Team England.

Surfers who have been selected for the previous year's squad, but not been able to requalify due to injury or illness may request an injury wildcard.

Wildcard places will be based on, but not limited to:

- Event performance:
  - ISA Worlds, EuroSurf, National Championships, Association of Adaptive Surfing Professionals (AASP), Para Surf League (PSL)
- Surfing ability
- Comparison with current squad members/peers
- Potential for improvement
- Dedication
- Professionalism

Wildcard applications will open on Tuesday 28<sup>th</sup> January and remain open until Tuesday 18<sup>th</sup> February. At the Team Manager and Head Coaches discretion, there may be a second intake of Wildcards partway through the year, due to the developing nature of para surfing.

Applications will be made by completing the Google Form here:

<https://forms.gle/eKF9LDf4JUtkkYnt9>

All applications will be screened for eligibility, recorded, and acknowledged.

A selection panel will be held once the application window has closed to determine whether any wildcards will be awarded. The selection panel will meet within two weeks of the closing date.

Applicants will be informed of the status of their application within 4 weeks of the closing date.

Any appeals must follow the appeals process set out in this document.

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## 9 European or ISA World Para Surfing Championships Selection Criteria

### Athletes

- 9.1 To be considered for a Team Championship event (such as the ISA Worlds or EuroSurf Championships) all athletes must meet the eligibility criteria set out in Section 4 of this Selection Policy.
- 9.2 The Selection Panel will select a team to surf in the appropriate divisions of the event, and team size will depend on the event's entry rules. The selection panel will utilise the following selection criteria:
  - 9.2.1 Athletes' ability to compete and progress at the standard required for the event. If coaches believe the athlete is not currently at the required standard to progress in the competition they reserve the right to leave the division empty.
  - 9.2.2 Event performance, which considers individual heats, conditions, level of competition as well as overall finishing places: ISA Worlds, English Para Surfing



Open, Para Surf League, Association of Adaptive Surfing Professional events and others where applicable.

- 9.2.3 Attendance at training sessions (in person and online)
- 9.2.4 Performance at training
- 9.2.5 Positive attitude and showing commitment to the goals of the team as well as their own performance.
- 9.2.6 Wildcard application (at the Team Manager and Head Coaches discretion to open a further wildcard intake).

In the event that selected athletes do not take up the quota, the selection panel are able to determine selection based on consideration of a range of events and to look at athletes who have shown future medal winning potential in alignment with 2.1.2, and may convene further selection meetings to enable this.

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## 10 Support Staff for Team Events

- 10.1 Selection of support staff for European or World events is at the discretion of the Surfing England Selection Panel; provided they meet the following accreditation standard:
  - Demonstrated relevant event experience
  - All coaches must have an in-date surf coach and beach lifeguard qualification
  - All support staff must have an approved current DBS check (where required).
  - Agree to and sign the Surfing England Code of Conduct
- 10.2 Team coaches and support staff will be allocated at the discretion of the Head Coach and Team Manager for the overall benefit of the team.
- 10.3 Any athlete wishing to bring their own support staff, at their own cost, may apply to the Team Manager for inclusion of such staff within the official staff list registered with the ISA (registration fee also at own cost).