

THE AUSTRALIAN TENTPEGGING ASSOCIATION
INCORPORATED



**Policy and Guidelines for
the Selection of National
Representative Teams**

Document Control

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**NATIONAL REPRESENTATIVE SELECTION POLICY OF THE
AUSTRALIAN TENTPEGGING ASSOCIATION.**

PREAMBLE:

1. The objective of the ATA Selection Policy is to achieve the best possible Australian representative Tentpegging team(s).
2. All Tentpeggers wishing to be considered for selection in the Australian Team must complete and sign the application form, and return it to the ATA Secretary, no later than two 2 weeks prior to the date set for the relevant selection trials or if no trials are held, the selection meeting.
3. The ATA Executive will set up and appoint a Sub Committee known as the Selection Panel.
4. The decision of the Selection Panel will be final.
5. The ATA Executive Committee reserves the right to withdraw from any competition at any time any selected representative Team if in its opinion the Team is not ready or suitable to represent Australia.

NATIONAL TEAM SELECTORS:

The ATA shall:

- Appoint suitably qualified persons to act as Selectors based on their previous national or international experience or involvement in Tentpegging competitions as it sees fit.
 - Appoint, in its sole discretion, up to three [3] Selectors to form a Selection Panel.
1. Where any of the Selectors becomes unable to meet his or her responsibilities under this Policy, the ATA Executive will appoint a further Selector.
 2. No person nominating for selection shall be a Selector.
 3. Any Selector, who becomes aware of a conflict of interest, or the potential for bias to be inferred, in a selection decision because of a family or close personal relationship with a nominated applicant, shall declare this and shall immediately either decline to participate as a Selector or resign their position as Selector. Any Selector can raise such an issue in relation to themselves or any other Selector to the rest of the selection Panel and /or any ATA Executive Member as soon as they become aware of such a situation.

ELIGIBILITY CRITERIA

Applicants must:

1. Have resided in Australia for the past two years and hold Australian Citizenship.
2. Be a current financial member of the Australian Tentpegging Association
3. Be within the appropriate age group for the particular event

4. Be willing to sign the National Team Contract, abide by the code of conduct and selection policy of the Australian Tentpegging Association.

SELECTION PROCEEDURE:

1. The ATA Executive shall appoint a Selection Panel, coaches, managers, judges and other officials as required.
2. The Selection Panel shall select national teams as required, in accordance with these guidelines.
3. Where selection trials are held:
 - a. All members of the Selection Panel are required to be present to witness the trials.
 - b. The results of the trials must be given to the Chairman of the Selection Panel at the end of the trial.
 - c. The results of any selection trials are to be held in confidence by the trial judges and the Selection Panel until all selection trials have been completed.
 - d. The selection meeting is to be held within one [1] week following completion of the final Selection Trial.
4. Where teams are to be selected for overseas competitions and trials are not being used for selection, the selection meeting must be held no later than 10 weeks prior to the competition date.
5. Where invitations specify a team of 5 riders, the ATA Selectors reserve the right to only select 4 riders if in their judgement the skills of the remaining applicants are not of a sufficient standard for International representation.
6. Where an international invitation specifies a team may consist of 5 riders. The Selection Panel will carry out the selection process. The Panel will then in consideration of the circumstances around each invitation and each individual team consult with the Team Coach to decide if the 5th rider is to be:
 - a. A reserve rider who will only ride in the competition in the situation where one of the other riders cannot ride for any reason such as sickness or injury. A selected reserve rider must accept these conditions or decline this position in the team, or
 - b. A 5th rider of the team where consultation between the Selection Panel, Coach, and all the selected riders takes place in order to decide who competes in which events. In the event that no agreement can be reached the Selection Panel's decision will be final.
7. A majority decision of Selectors is required. Subject to this Policy, the decision of the Selectors shall be final. No reasons need to be given for any selection or other decision of the Selectors. This shall not prevent, limit or restrict the Selectors changing the selection of any team member at any time in their sole discretion, having regard to all the circumstances.

NOTIFICATION OF SELECTION:

1. Within two [2] days after the selection meeting, the Chairperson of Selectors will notify the ATA secretary, either verbally or in writing, the names of the Participants selected in the National Team. Where notification is given verbally, written confirmation must follow.
2. The ATA Secretary shall officially notify the selected members of the team within one [1]

week of receiving the names either by email or verbally, this will be confirmed in writing. Official general notification of the teams as selected will be distributed by the ATA Secretary after all selected members have been notified and accepted their position.

3. Such notification must include an ATA National Team Contract which must be signed by the selected party and returned to the ATA Secretary within two [2] weeks of the notification of team selection.

SELECTION CRITERIA:

The Selection Panel will make an assessment of every applicant's level of diplomacy and suitability to be a good ambassador and an Australian representative. The Panel may ask any applicant(s) to supply a number of referees and their contact details.

The Selectors may then consider the following selection criteria in conducting the selection process:

1. Performance at selection trials if held. **The Australian Championships are a qualifying event for International selection.**
2. Current Australian ranking; **The grader will compile a list of the top 20 riders from which the selection panel will select an Australian team for each International event.**
3. The Tentpeggers current level of skill, horsemanship and physical fitness;
4. Past national and international performances as is determined relevant or appropriate by the Selection Panel.
5. The potential of the applicant to successfully achieve the objectives of this Policy
6. In considering the Criteria the Selectors may in their discretion give weight to any extenuating circumstances.
7. In an emergency the Selection Panel or where no Selection Panel has been formed and no reserve rider has been appointed the ATA Executive Members may select a person to replace an injured or ill person from those eligible persons then available.

REMOVAL FROM A SELECTED TEAM:

The selectors may remove from any national team any Tentpegger who:

1. Breaches or fails to observe this Policy, or the ATA Constitution, or ATA Code of Practice, or the ATA Rules and Regulations or the rules of the officiating country;
2. Breaches or fails to comply, fulfil or observe the requirements of the National Team contract.

Note: Any Tentpegger may be removed from the national team by the Selectors in consultation with the team coach or manager, a medical adviser or the ATA Executive as circumstances may require. A reason for removal from a national team may be given but is not mandatory.

COACHES

Coaches are to be selected or appointed by the ATA Executive Committee

SENIOR Teams:

1. Coaches will be charged with the task of moulding the representative team members selected into the best competitive unit possible. All team members are deserving of equal attention and opportunities.
2. The Coach in consultation with team members will decide team running positions. In the event that an agreement cannot be reached the coach will have the final say as to which positions the team members will undertake.

JUNIOR Teams:

1. Coaches will be charged with the task of moulding the representative team members selected into the best competitive unit possible. All team members are deserving of equal attention and opportunities.
2. The Coach in consultation with team members will decide team running positions. In the event that an agreement cannot be reached the coach will have the final say as to which positions the team members will undertake.
3. Remember that young people participate for the pleasure. Winning, if it happens is only part of the experience.
4. Never ridicule or yell at a young person for making a mistake or not performing.
5. Any physical contact with a young person should be appropriate to the situation and necessary for his or her skill development.

GENERAL:

All prospective Coaches applying for selection who do not hold coaching qualifications will need to agree to undertake a coaching course and need to keep up to date with latest coaching practices to be considered for selection.

DUTIES OF A TEAM COACH

The duties of a team coach are to:

1. Operate within the rules and spirit of the sport and teach your Tentpeppers to do the same.
2. Ensure that the time Tentpeppers spend with you is a positive experience.
3. Ensure that all riders regardless of their ability get at least an equal amount of coaching time. Slower learners may need additional attention.
4. Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of all Tentpeppers.
5. Display control, respect and professionalism to everyone involved with the sport. This includes opponents, coaches, officials, administrators, the media, parents and spectators. Encourage team members to do the same.
6. Show concern and caution toward sick and injured members of the team. Follow the advice of a physician when determining whether an injured member is ready to recommence training or competition.

7. Respect the rights, dignity and worth of every team member regardless of their age, gender, ability, cultural background and religion.

APPLICANTS:

1. Applicants nominate their availability for representative teams. If they withdraw without reasonable excuse they may not be considered for future events.
2. Once an applicant has been selected, their duty is to participate when and where their coach desires. Some or all training sessions may be made mandatory. The Development Committee / Coach will advise applicants / team members with reasonable notice of such mandatory training sessions.
3. Selected team members are ambassadors of their country, therefore their dress, personal presentation and behaviour should be that of a person fulfilling that status.
4. Team Members dress should always befit that of the function to which they are attending.
5. All Team members will abide by the National Team Representative's Code of Conduct.

TEAM MANAGER:

Each team should have a Team Manager.

1. The Team Manager will be selected by the ATA Executive Committee.
2. The Team Manager is the link or the contact person for communication between Coaches, Riders, the ATA Executive and whilst overseas, the event organisers. At all other times all communications and correspondence will be conducted through the ATA Secretary. Failure by the Manager or any other member of the representative squad to abide by this rule will invoke disciplinary action and could result in expulsion from the squad.
3. All Team Members and Coach requirements should be relayed through the Team Manager to the Secretary of the ATA or other as appropriate.
4. If a Manager / Coach is uncertain as to how to deal with any difficult situation which may arise they should contact a member of the ATA Executive to seek advice.

DUTIES OF A TEAM MANAGER

The duties of a team manager are to:

1. Act as a chaperon to any junior Tentpeggers. In the event that a team is made up of mixed gender and the Manager /Coach is/are male, the ATA should consider sending a female chaperon for the support of the female rider/s.
2. Provide moral support and encouragement for all Team members, but not coaching.
3. Arrange accommodation and transport, and ensure that all passports and visas are obtained offering help where needed.
4. Display control, respect and professionalism to everyone involved with the sport. This includes opponents, coaches, officials, administrators, the media, parents and spectators. Encourage players to do the same.

5. Help in fund raising activities eg: obtaining sponsorship etc.

EVENT OFFICIALS:

Will:

1. Be responsible, unbiased and punctual.
2. Compliment and encourage all participants.
3. Be consistent, objective and courteous when making decisions.
4. Condemn unsporting behaviour and promote respect for all opponents.
5. Emphasise the spirit of the sport rather than the errors.
6. Be a good sport yourself. Actions speak louder than words. Remember, you set an example. Your behaviour and comments should be positive and supportive.
7. Keep up to date with the latest trends in officiating.
8. Place the safety and welfare of the participants, (including horses), above all else.

SPOUSES, PARTNERS, SIBLINGS, RELATIVES AND FRIENDS.

1. Are not part of the official team nor are they considered to be guests of the host country unless appointed to an official position on the team by the ATA Executive.
2. Will need to organise all their own travel and accommodation arrangements.
3. Will not interfere in any way and respect the decisions made by the Coach or Manager regarding the administering and coaching of the team.

APPEALS:

The sole grounds for any appeal are that this selection policy was not properly followed and/or implemented.

The appeal process concerning non-selection or removal from the National Development Squad or National Team is two tier, with the appeal being first heard by the Australian Tentpegging Association Appeals Tribunal, with any subsequent appeal to be heard by the Court of Arbitration for Sport.

Any appeal by a Tentpegger against non-selection or removal from the National Development Squad or National Team should be made to the Australian Tentpegging Association Tribunal under the provisions outlined in Clause 1 of the Australian Tentpegging Association By Laws which states:

1.1 The Appeals Tribunal shall be a forum for all Tentpeggers, appointees and officials of the Association who have an unusually strong cause to appeal on grounds of denial of natural justice against selection, performance or alleged misconduct.

1.2 All such appeals must be directed to the Executive who may either respond to the appeal or refer it to the Appeals Tribunal for arbitration.

1.3 The Appeals Tribunal shall be appointed by the Australian Tentpegging Association Executive.

Any appeal from a decision of the Australian Tentpegging Association Appeals Tribunal will be solely and exclusively determined by the Court of Arbitration for Sport. The decision of the Court of Arbitration for Sport will be final and binding on the parties.

The ATA Executive may in its absolute discretion from time to time alter or amend these criteria and may make such further provisions and requirements as to selection criteria and procedures as it thinks fit.

ATA NATIONAL TEAM REPRESENTATIVE CODE OF CONDUCT

Note: This Code of Conduct relates to Managers, Coaches, Officials and Team Members.

MEMBERS RESPONSIBILITIES

All Members of a National Representative Team should:

1. Know and compete by the rules of the competition's Officiating Organisation.
2. Never argue with an official. If you disagree, have your captain, coach or manager approach the official during a break or after the competition.
3. Control your temper. Verbal abuse of officials and sledging other players, deliberately distracting or provoking an opponent are not acceptable or permitted behaviours in any sport.
4. Be a good sport. Applaud all good plays whether they are made by your team or and the opposition.
5. Treat all participants in your sport as you like to be treated. Do not bully or take unfair advantage of another competitor.
6. Cooperate and respect your coach, team-mates, hosts and opponents. Without them there would be no competition.
7. Respect the rights, dignity and worth of all participants regardless of their age, gender, ability, cultural background or religion.
8. Care for and respect the equipment and horses provided to you as part of the competition.
9. Be frank and honest with your coach concerning illness and injury, and your ability to train and compete fully within the program requirements.
10. At all times avoid intimate relationships with your coach and team mates.
11. Conduct yourself in a professional manner relating to language, temper and punctuality.
12. Maintain a high standard of personal presentation, dress and behaviour at all times. Some overseas countries may have differing standards of dress and personal behaviour. Team members should make themselves aware of this so as to dress and conduct themselves according to the host countries social behaviour standards and dress codes when necessary.
13. **JUNIOR MEMBERS:**

Due to the risk of injury to themselves and/or other competitors, junior competitors who consume alcohol, drugs or smoke cigarettes at any time whilst a member of an official ATA team whether in Australia or overseas will be removed from the team with no warnings given. This behaviour will not be tolerated and further disciplinary action may be taken.

14. SENIOR TEAM MEMBERS:

Due to the risk of injury to themselves and/or other competitors, senior members of an official ATA team, whether in Australia or overseas, who are under the influence of, or consume alcohol or drugs before or whilst competing will not be permitted to participate in any further competition and may face disciplinary action.

15. The appointed coach or manager of the official ATA Tentpegging team will have the authority to exclude any team member who, in the reasonable view of the coach or manager, is so influenced. The decision of the coach or manager is final and shall not be subject to appeal.
16. Be honest in your attitude and preparation to training. Work equally hard for yourself and your team.
17. Cooperate with coaches and staff in development of programs to adequately prepare you for competition at the highest level.
18. The selected team members together with the Manager and Coach will travel overseas together as a team to the host country, and remain together until the end of competition. After the competition is ended team members are free to travel and accept the host countries hospitality, as individuals [not Australian Team members] and at their own expense. Prior travel by any individual team member/s will not be allowed without ATA approval.

UNIFORMS

This item relates to all team members including Manager, Coach and other officials

1. Uniforms will be worn to all nominated official functions.
2. Uniforms will always be worn to any presentation whether or not the Team Members believe that are to collect an award.
3. Uniforms are to be reviewed by the ATA Executive when required.
4. Any sponsorship advertising must be approved by the ATA Executive.