Canoe Racing New Zealand Incorporated

Canoe Sprint
High Performance Squads Policy
For Open, U23 and Junior Athletes

Issued 1 September 2012

Commencement Date 1 September 2012

1. Introduction

1.1 **Canoe Racing NZ High Performance Vision, Purpose and Values:** The high performance vision, purpose and values are as follows:

a. **Vision:** "*More New Zealand kayakers winning more medals at the Olympics and other international events.*"

b. **Purpose:** "*To deliver a world class canoe sprint high performance programme that is performance driven, athlete focused and coach led with best practice integrated support services.*"

c. **Values:** *"Trust, Respect, Honesty, Working Together, Commitment to Success."*

1.2 **High Performance Squads:** There will be three High Performance Squads. A separate High Performance Squad will operate for each of the following:

a. Open Athletes;

b. U23 Athletes; and

c. Junior Athletes

This Policy applies to all three High Performance Squads ("**High Performance Squad(s)**").

1.3 **Commencement:** This Policy is effective from 1 September 2012 and will apply until it is revoked or superceded by Canoe Racing NZ.

1.4 **Status:** This Policy supersedes all prior correspondence, discussions and representations whether written or oral regarding the High Performance Squads.

1.5 **Definitions:** Clause 10 contains definitions for key terms used in this Policy.

1.6 **Amendment:** This Policy may be amended at any time by Canoe Racing NZ. Amendments, or an updated copy of the Policy, will be published on the Canoe Racing NZ website (www.canoeracing.org.nz) and otherwise made available by Canoe Racing NZ upon request.

2. Scope & Purpose

2.1 **Scope:** This Policy sets out the procedure and criteria for Athletes to be included in a High Performance Squad.

2.2 **Overall Purpose:** The overall objective of including Athletes to a High Performance Squad is to develop Athletes on the canoe sprint high performance athlete pathway with the ultimate goal of "winning more medals at the Olympics and other international events."

2.3 **Exclusion:** This Policy does not apply to the selection of Athletes to Canoe Racing NZ teams attending international regattas which are covered by the following:

a. Canoe Racing NZ Canoe Sprint – Kayak Selection Regulation for Open Teams (2013 Season)

b. Canoe Racing NZ Canoe Sprint – Kayak Selection Regulation for U23 Teams (2013 Season)

c. Canoe Racing NZ Canoe Sprint – Kayak Selection Regulation for Junior Teams (2013 Season).

Athletes who are seeking inclusion into a High Performance Squad under this Policy can also seek selection to a Canoe Racing NZ Team in accordance with the applicable Regulation if they wish to do so.

3. Eligibility

3.1 **General:** To be eligible for inclusion to a High Performance Squad an Athlete must:

a. in 2013 have a birthday no lower than a 15th birthday. Athletes who wish to be eligible for either the Junior or U23 High Performance Squads, must in 2013 have a birthday no greater than a 18th or a 23rd birthday respectively; and

b. fully complete and return to Canoe Racing NZ a signed Code of Conduct by the date specified by Canoe Racing NZ unless otherwise agreed by the High Performance Manager; and

c. not, in Canoe Racing NZ's view, be in breach of the Canoe Racing NZ Constitution or regulations, or other policies, procedures, Code of Conduct, tour protocols, decisions or directions of Canoe Racing NZ, or any rules or regulations of the International Canoe Federation; and

d. not be in breach (or under investigation for any breach) of any part of the Sports Anti-Doping Act 2006, the Canoe Racing NZ Anti-Doping Regulations, or the WADA Code; and

e. not owe any monies to Canoe Racing NZ;

f. not have acted in such a manner to bring the sport of canoe racing or Canoe Racing NZ into public disrepute; and

3.2 **Overriding Consideration:** The High Performance Manager may at his/her discretion include an Athlete in a High Performance Squad upon invitation of the High Performance Advisory Group if eligibility requirements are not met.

4. Inclusion in a High Performance Squad

4.1 **Inclusion**: Inclusion in a High Performance Squad is at the invitation of the High Performance Advisory Group.

4.2 **Consultation:** Prior to inviting any Athlete, the High Performance Advisory Group may consult with the Canoe Racing NZ Coaches.

4.3 **Process:** In making decisions on who to include in a High Performance Squad the High Performance Advisory Group may, in their discretion consider:

a. the results and performances of an Athlete at any national or international canoeing events; and

b. the results and performances of an Athlete at any Canoe Racing NZ training camps or trials; and

c. the results of an Athlete to testing protocols established by the High Performance Advisory Group; and

d. an Athlete's potential to progress on the canoe sprint high performance athlete pathways; and

e. an Athlete's commitment to their performance development including the following:

   i. the alignment of an Athlete's personal values with the Canoe Racing NZ High Performance Vision, Purpose and Values as set out in clause 1.1;

   ii. an Athlete's attendance, attitude and conduct at previous training camps, trials, competitions and other events;

   iii. the ability of an Athlete to train and compete with other Athletes;

   iv. an Athlete's commitment to improvement and success; and

f. any Extenuating Circumstances in accordance with clause 6.

5. Size of High Performance Squads

5.1 **Size of Each Squad**: The High Performance Manager will, in consultation with the High Performance Advisory Group determine the maximum size of each of the High Performance Squads.

6. Extenuating Circumstances

6.1 **Extenuating Circumstances:** If an Athlete considers there are Extenuating Circumstances that are relevant to their inclusion in a High Performance squad, they must notify the High Performance Manager of this in writing as soon as possible. The High Performance Advisory Group may, in their discretion, take any such Extenuating Circumstances into consideration but, before doing so, they may consult with the Canoe Racing NZ Coaches.

7. Requirements of Being a Member of a High Performance Squad

7.1 **Requirements:** All Athletes who are included to a High Performance Squad must agree to fully commit to the high performance programme including:

a. follow the directions of the High Performance Manager and Canoe Racing NZ Coaches; and

b. commit to Canoe Racing NZ's High Performance Vision, Purpose and Values as set out in clause 1.1; and

c. in conjunction with Canoe Racing NZ Coaches, prepare an individual performance plan; and

d. undertake training in accordance with his or her Athlete plan and the Canoe Racing NZ training programme; and

e. attend training camps and events as required by Canoe Racing NZ; and

f. undertake testing in accordance with protocols as required; and

g. meet all reasonable costs and expenses by the date required to participate in a High Performance Squad; and

h. at all times comply with the Canoe Racing NZ Constitution and Regulations, policies, procedures, protocols, and reasonable decisions and directions of Canoe Racing NZ; and

i. at all times comply with the Canoe Racing NZ Media Relations Policy.

8. Removal from a High Performance Squad

8.1 **Removal**: Removal from a High Performance Squad is at the discretion of the High Performance Advisory Group.

8.2 **Consultation:** Prior to removing any Athlete, the High Performance Advisory Group may consult with the Canoe Racing NZ Coaches.

8.3 **Process:** In making decisions on who to remove from a High Performance Squad the High Performance Advisory Group may, in their discretion consider:

a. the results and performances of an Athlete at any national or international canoeing events; and

b. the results and performances of an Athlete at any Canoe Racing NZ training camps or trials; and

c. the results of an Athlete to testing protocols established by the High Performance Advisory Group; and

d. an Athlete's potential to progress on the canoe sprint high performance athlete pathways; and

e. an Athlete's commitment to their performance development including the following:

   i. the alignment of an Athlete's personal values with the Canoe Racing NZ High Performance Values as set out in clause 1.1;

   ii. an Athlete's attendance, attitude and conduct at previous training camps, trials, competitions and other events;

   iii. the ability of an Athlete to train and compete with other Athletes;

   iv. an Athlete's commitment to improvement and success; and

f. the Athlete has breached any Regulation, policies, procedures, protocols, or reasonable decisions and directions of Canoe Racing NZ

g. any Extenuating Circumstances in accordance with clause 6.

8.4 **Future Inclusion:** Removal from a High Performance Squad does not preclude an Athlete from being included in a High Performance Squad in the future.

8.5 **Natural Justice:** Canoe Racing NZ will comply with the principles of natural justice in making any decision to suspend or remove an Athlete from a High Performance Squad.

9. Complaint Regarding Non-Inclusion in a High Performance Squad or Removal from a High Performance Squad

9.1 **Grounds:** An Athlete may lodge a complaint against their non-inclusion ("Complainant") to a High Performance Squad or removal from a High Performance Squad in accordance with clause 9.2 (Process) of this Policy on one or more of the following grounds (but no other grounds):

a. this Policy has not been properly followed and/or implemented;

b. the Complainant was not afforded a reasonable opportunity to satisfy the requirements in this Policy;

c. the decision not to include the Complainant was affected by actual bias; and/or

d. there was no material on which the decision could reasonably be based.

9.2 **Process:** Any complaint must be made as follows:

a. the Athlete must notify the High Performance Manager of their wish to complain against the decision. This notification must be made in writing and be received by the High Performance Manager within the two (2) weeks of the non-inclusion or removal;

b. on receipt of such notice, the High Performance Manager shall as soon as practicable meet with the Athlete, and the Athlete's authorised representative (if any). The purpose of this meeting is to allow the High Performance Manager to explain the decision and see whether the matter can be resolved by agreement;

c. If the matter cannot be resolved the High Performance Manager shall as soon as practicable, convene a confidential and "without prejudice" meeting between the High Performance Manager and as many members of the High Performance Advisory Group as are available, the Athlete, and the Athlete's authorised representative (if any). The purpose of this meeting is to allow the High Performance Advisory Group to explain the decision and see whether the matter can be resolved by agreement;

d. if the matter is still unresolved after the process in clause 9.2b and 9.2c is followed the Athlete may complain directly to the Canoe Racing NZ Selection Panel – Canoe Sprint Open/U23 Athletes, provided that any notice of the complaint has been given in writing to the High Performance Manager within 48

hours after the conclusion of the meeting described in clause 9.2c. Any complaint will be considered by the Canoe Racing NZ Selection Panel – Canoe Sprint Open/U23 Athletes under this Policy; and

e. the decision of the Canoe Racing NZ Selection Panel – Canoe Sprint Open/U23 Athletes is final.

10. Definitions

10.1 In this Policy, the following definitions apply:

"Athlete" means an individual who paddles a kayak.

"Canoe Racing NZ" means Canoe Racing New Zealand Incorporated.

"Canoe Racing NZ Coaches" means any coach appointed by Canoe Racing NZ to coach a Canoe Racing NZ team or High Performance Squad.

"Code of Conduct" means the Canoe Racing NZ Code of Conduct as issued by Canoe Racing NZ from time to time in accordance with Rule 3.1 of Canoe Racing NZ's Constitution.

"Extenuating Circumstances" means an inability to perform at an optimum level arising from any one or more of the following:

a. injury or illness;

b. equipment failure;

c. travel delay;

d. bereavement or personal misfortune; and/or

e. any other factors reasonably considered to constitute extenuating circumstances.

"High Performance Advisory Group" means the advisory group appointed in accordance with the High Performance Advisory Group Canoe Sprint Open/U23/Junior Athletes Terms of Reference

"High Performance Manager" means the High Performance Manager appointed by Canoe Racing NZ.

"Junior" means an U18 Athlete.

"Policy" means this policy unless otherwise specified.

"Canoe Racing NZ Selection Panel – Canoe Sprint Open/U23 Athletes" means the Selection Panel as defined by the Canoe Racing NZ Selection Panel – Canoe Sprint Open/U23 Athletes Terms of Reference.