

British Eventing Under 18 Regional Team Championships Selection Policy

For 2019 Championships

Qualification period: 1 July 2018 to 30 June 2019

Selection Policy approved on 18 December 2018 by the British Eventing Board Directors

1. Introduction

The British Eventing Regional Teams (the "Squads") for the 2019 Under 18 Regional Team Championships (the "Championships") will be selected by the British Eventing Under 18 Regional Coordinators, Under 18 Assistant Coordinators and Under 18 Regional Coaches (the "Selectors").

2. Purpose

The purpose of this policy is to describe the framework used by the Under 18 Regional Coordinators when selecting regional teams for the Under 18 Championships. It is also designed as a reference document for the Under 18 Regional Coordinators to use when making selections. The selection policy is intended to complement the Under 18 Programme Rules for the BE100Ou18 and ONu18 Qualifiers and Championships, not replace them.

3. References

References to selection for the Championships in this Policy refers to selection of two Squads per region; one team for CCI-LJ2* level and one team for BE100Ou18 level. There will be up to 10 athlete/horse combinations per squad that will be selected and references to the "Squad(s)" in this Policy are to be construed accordingly.

4. Objective

The objective of the Selection Policy is to select two Squads per region that will be competitive at the u18 Regional Team Championships, representing both the BE100Ou18 Team Championships and the CCI-LJ2* Regional Team Championships.

5. Confidentiality

It is vitally important for the integrity of the Selection Policy and out of respect for the athletes, owners, selectors, staff and other parties that there is at all times a high degree of confidentiality relating to information which may have a bearing on selection. Any person who breaks this confidentiality may be removed from the Selection process at any stage. All confidential information, conversations and discussions will be identified as such.

6. Policy Formation

The British Eventing Selection Policy for Championships is compiled by the Chairman of the U18 Programme in consultation with the Training & Under 18 Coordinator, Training & Education Manager and BE Chief Executive.

7. Changes in Policy

The Selectors will have the right in exceptional circumstances (e.g. force majeure) to amend or change the Policy where necessary at any time in order to fulfil the objectives of the Policy. Any changes to the Policy must be approved in writing by the Chairman of the Under 18 Programme and the BE Chief Executive. The amended Policy in its entirety will be communicated to all athletes (as directed by the Selectors) by email and the revised policy will be published on the BE Website.

8. Eligibility/availability for consideration

The Selectors along with British Eventing will ensure that each athlete available for selection is eligible to represent their region:

- He/she is registered on the Under 18 Programme and assigned to that region
- He/she has qualified under the rules for the Under 18 Championships which are set out in the BE Members' Handbook in Annex 6 under iv – National Youth Championships.
- The horses available for selection have correct ownership, and that neither horses nor athletes are for any reason not allowed to take part in the forthcoming Championship under British Eventing, BEF, or FEI rules.

In addition, as a condition of selection for the Championships an athlete:

- Must be eligible according to the minimum eligibility criteria as defined in the FEI Regulations and BE Members' Handbook.
- Must abide by the BE Code of Conduct, as set out in the BE members' Handbook.

9. Qualification Period

The qualification period for horses and athletes will be from **1 July 2018 to 30 June 2019**.

10. Squad Size

Two squads (CCI-LJ2* and BE100Ou18) of up to 10 athlete/horse combinations per squad will be selected. The Selectors can also select a number of Reserves. The Selectors may or may not prioritise the list of Reserves. Four results per squad will make up the Team score and confirmation of those who will make up the team score is according to results at the conclusion of the competition, the best four scores making up the counting team score.

11. Selection Criteria

The Selectors will take in to account the criteria set out below to use their absolute discretion to select combinations onto the Squad. They must at all times use their discretion honestly and with due integrity. The following will be considered:

- Riders competing for selection in the BE100Ou18 Championship should compete as a combination in a minimum of two BE100Ou18 classes in their own region with clear cross country within the qualification period, one of which should be in the year of the Championship, in order to be considered for selection. In exceptional circumstances the u18 Regional Coordinator/Chairman may consider Riders who do not meet these requirements.
- Riders competing for selection in the CCI-LJ2* Championship should compete as a combination in a minimum of two ONu18 classes with clear cross country within the qualification period, at least one ONu18 class must be in region in the current competition year, in order to be considered for selection. In exceptional circumstances the u18 Regional Coordinator/Chairman may consider Riders who do not meet these requirements.
- In the event of cancellations or abandonments results from other ONu18 or BE100Ou18 regional classes may also be considered, however due regard will be given when considering results, including but not limited to: the difficulty of the cross country and jumping courses, the terrain, the competitiveness of the starters, and the rate of progress of the combination.

- In the event that there are insufficient rider and horse combinations available with two qualifying ONu18 classes or BE100Ou18 classes (depending on the squad) within region, ONu18 classes or BE100Ou18 classes (depending on the squad) outside of the region may be considered.
- Demonstrations of continued good form by the rider and horse combination in both training and competition are taken into consideration. Results from non-under 18 specific classes may also be considered.
- Priority may be given to less experienced and/or younger athletes who have not been selected previously for their regional squad over athletes who have been selected in previous years.
- Fitness and soundness of the horse is considered – the advice of an appointed veterinary surgeon may be sought. Athletes should notify the Regional Coordinator of any change in their horse's health status or veterinary management immediately. Soundness is a key factor when selection is being made.
- Fitness of the athlete is considered – the advice of the BE Chief Medical Officer or another appointed Medical Officer may be sought if necessary.
- Ability to produce peak performances in conditions similar to the Championships.
- Willingness of the athlete and his/her parents/guardians, owners, coach, groom or others that may be assisting the athlete during the Championships, to contribute to the objective of the Selection Policy.
- Demonstration of behaviour that indicates a commitment to a positive team environment both on and off the field of play.
- As a guide for competitors, they as combinations should aspire to achieve an average dressage score of 65% or above, a show jumping score of 0 penalties, a cross country score of 0 jumping penalties and aim to be no more than 8 penalty points slower than the fastest time in the class. **PLEASE NOTE:** this is a guide only, and the minimum requirement for eligibility is set out in the BE Members Handbook.
- The Selectors reserve the right to select athlete/horse combinations that have not fulfilled these recommendations only if it is in the interest of achieving the objective of the Selection Policy.

12. Selection Process

The Selectors may ask horses and athletes to participate in specific training, tests or competitions where they deem this appropriate and necessary prior to selection and they will inform the athletes concerned of the details regarding these requirements.

Selectors may use training events to assist them with the selection of the Regional squad.

The Selectors will meet in order to discuss selection and to select the Squad and Reserves as required.

13. Veterinary

As part of the selection process the advice from veterinary surgeons, if so required, will be taken into consideration. There may be an official horse inspection at which all horses must attend and where a blood test may be taken. Athletes are expected to facilitate open communication between their own veterinary surgeon and the Under 18 Coordinator, where applicable.

14. Athlete Fitness

Fitness of athletes to compete to their full potential will be taken in to consideration by the Selectors when selecting the Team and Reserves.

15. Notification of Selection Decision

The Selectors will select two Squads (CCI-LJ2* and BE100Ou18) of up to 10 athlete / horse combinations per squad to compete at the Under 18 Regional Team Championships. The Selectors will also select Team reserves, which may or may not be set out in order of preference.

Once the Selectors have made their decision, it is the Under 18 Regional Coordinators responsibility to inform athletes and owners if they have been selected or not. They must outline as clearly as possible to the athletes, parents/guardians and owners the reasoning behind the selection, without disclosing details that can be detrimental to either athletes' or horses' future.

Notification of Selection Decision is confidential until British Eventing's public announcement.

16. Announcement of the Squad for the Championships

British Eventing will publically announce the Squads once the Under 18 Regional Coordinators advise that Squad member have been determined and all parties informed. There must be no other public announcement of Squad members prior to British Eventing's official announcement, inclusive of any Selectors or athletes and their associates.

Any breach in this policy may result in the team place being forfeited.

Post Selection

17. Running Order

The Selectors in consultation with his/her Selectors and the Team Coach will decide the Team running order. The Selectors will inform athletes and owners accordingly. The Selectors may make amendments to the Team running order in consultation with the Selectors and the Team Coach and if deemed necessary to do so.

18. Maintaining Form

Athletes should note that Selection decisions are subject to the horse/athlete retaining fitness/performance (see *Substitution* below). Once a horse/athlete combination has been selected they must maintain their form and fitness as part of a suitable training and competition programme, to be agreed with the Team Coaches and Selectors. Failure to follow this programme or to discuss amendments to the programme with the Team Coaches and Selectors could lead to the athlete/horse combination being substituted.

19. Substitution

Substitution of a Squad member may occur at any time between the announcement of the Squad on and the commencement of the competition. The final decision whether to substitute, whatever the reasoning, will be made by the Selectors.

However, the reason for a substitution must only be because either, the relevant athlete is unfit to compete due to injury or illness or there is a strong veterinary case for substitution or the performance of the athlete/horse combination has dropped off to such an extent that for the success of the Team a substitution is vital. The latter situation will almost certainly occur as a result of a veterinary problem which it may or may not be possible to define given the time/resources available at the time.

Not following an agreed competition and or training programme post selection could lead to a significant drop off of performance. In the case of an athlete being considered medically unable to compete the decision will be made by the Selectors following an examination by BE's Chief Medical Officer.

In the case of a horse being considered unable to compete due to veterinary reasons or unable to compete to the performance standard anticipated this decision will be made by the Selectors following a discussion between the Under 18 Regional Coordinator and the horse's home vet or on event vet.

20. Home Coaches

It is recommended that Squad riders work with their team coaches prior to and at the Championships to gain continuity unless it is pre-organised with the team coach that the rider can work with their home coach. The rider must join all of the team course walks, talks and team meetings.

21. Code of Conduct

Athletes, owners, grooms, parents/guardians, and athletes' "home teams" are expected to behave at all times in a manner that does not bring the sport or BE into disrepute, and must adhere to the BE Code of Conduct. Any breach in this policy may result in the team place being forfeited. Once competition has commenced breach in policy may result in elimination.

22. Clean Sport

Selection is subject to compliance with BEF Equine Anti-Doping and Controlled Medication Rules ("BEFAR"), FEI and WADA Rules on doping and medication control for Human and Equine. Full details on Clean Sport can be obtained from the British Eventing office – sport@britisheventing.com.

23. Weather

The weather conditions likely at the Championships will have been considered in selection, however, should there be drastic change for some reason there might be cause for alterations to be made to the Squad and/or the Squad running order and everyone concerned will be notified and an explanation given as soon as practicable.

24. Cancellation/Postponement

In the event of cancellation of the championships the relevant parties will be notified straightaway. In the event of postponement a situation might arise where a new and/or different team or individuals need to be selected, in which case all parties will be notified and normal procedure for selection will be followed.

25. Force Majeure

In the event of exceptional circumstances beyond BE's control e.g. disease outbreak in horses or humans, war or terrorism, the British Eventing Board reserves the right to make the decision, following consultation with the Selectors and Chief Executive of BE, to either change the Selection Policy or the procedures followed. This could include withdrawing the Regional Squads from the competition.

26. Point of contact

The U18 Chairman, the Training & Education Manager and Training & Under 18 Coordinator are the key points of contact relating to this Selection Policy. In the first instance queries should be sent to training@britisheventing.com.

27. Appeals Policy and Procedure

The Appeals Policy and Procedure for the British Eventing Under 18 Regional Team Championship Selection Policy is set out in Annex 1, on the following pages of this policy document.

Annex 1 – British Eventing Under 18 Regional Team Championship Selection Policy

1. Appeals Policy and Procedure

The Appeals Policy sets out British Eventing's Appeals Procedure relating to Selection Decisions made under the British Eventing Under 18 Regional Team Championship Selection Policy, and British Eventing's Rules as outlined in the Rules and Members' Handbook. This Appeals Policy aligns with that of the British Equestrian Federation.

The right to appeal a selection decision must not be seen as an opportunity to dispute the opinion of the Selector(s) where the selection procedure and selection criteria have been followed.

In reaching their decision the Selector(s) are acting as experts.

2. Interpretation and Terminology

In these the following words or phrases shall bear the following meanings unless the context otherwise requires:

- "Appeal" means an appeal brought under this Procedure;
- "Appellant" means a Member who Appeals in accordance with this Procedure;
- "BE" means British Eventing;
- "Chief Executive" means the Chief Executive of British Eventing;
- "Member" means an individual member of British Eventing;
- "Appeal Panel" means an appeal panel appointed to hear an Appeal pursuant to this Procedure;
- "Reply" means a reply made in compliance of this Procedure;
- "Respondent" means the relevant personnel against whose Selection Decision the Appeal is made;
- "Selection Decision" means a decision to nominate a rider/horse combination to the Team for selection as a member of the Team to represent the respective region at the championships specified in this Selection Policy;

3. Who May Appeal

Any person who:

- a. is a Member of British Eventing; and
- b. is eligible for selection under the British Eventing Under 18 Regional Team Championship Selection Policy;

may Appeal the Selection Decision in accordance with this Procedure.

For the purpose of this Policy, an Appeal for an athlete in their 12th-18th birthday year may be made by the athlete themselves and countersigned by the parent/guardian, or by the parent/guardian on the athlete's behalf.

4. Grounds for Appeal

An Appeal against a Selection Decision may only be brought on the grounds that:

- a. The procedures details in the Selection Policy were not followed; or
- b. the Selection Decision was a decision which no rational body of Selectors could reasonably have made.

5. Notice of Appeal

An appeal must be made by submitting notice **in writing**, by email, to the Chief Executive of British Eventing within 48 hours of the relevant athlete being informed of the Selectors' decision. Notification is deemed to be served at either the time and date of reply or a read receipt, whichever is earlier.

6. Commencement of Appeal

An appeal shall be commenced by lodging a Notice of Appeal with the Chief Executive of British Eventing within 48 hours of Notification of the Selection Decision.

The Notice of Appeal must:

- Include the Name and BE Membership number of the individual the Appeal regards;
- The address, postcode, telephone number(s) and email contact for the Appellant and the Appellant's parents/guardians;
- Set out the grounds on which the Appeal is made;
- Set out the remedy sought;
- Be accompanied by **all** relevant documentation which the Appellant wishes to rely on in support of the Appeal;
- State whether the Appellant is seeking an oral hearing of the Appeal; and
- Be signed by the Appellant and the Appellant's parents/guardians.
- Be accompanied by an **appeal fee of £100**. This can be submitted in the form of a cheque made out to 'British Eventing Limited' or confirmation of a bank transfer to British Eventing Limited (details available on request). The fee will be held by British Eventing until the Appeal is decided. If the Appeal is dismissed the fee will not be refunded. If the decision is overturned the fee will be returned to the Appellant.

7. Directions of Appeal – Stage One

The Chief Executive of British Eventing shall on receipt of Notice of Appeal seek to bring together all parties for a without prejudice discussion that may, if all are agreed, take the form of a facilitated mediation. This discussion will be arranged within three working days of receipt of the notice of appeal.

For the avoidance of doubt the Appeal Process shall continue to run during the course of such discussion however in the event that both parties notify BE that such discussion/mediation has resolved the appeal, the Appeal Process shall be stayed.

If the Appeal discussion/mediation does not resolve the appeal, the Appeal Process will continue as below.

8. Directions of Appeal – Stage Two

9. Appeal Panel

The Chief Executive of British Eventing will appoint an Appeal Panel and nominate one of the Panel as Chair.

The Panel will consist of the Chair plus at least two others. The Panel members will be drawn from British Eventing representatives on the BEF Stewards list. The Panel will not include any person who is connected to the Appellant or Respondent. The Under 18 Chair and Training & Education Manager may sit in on the Appeal Panel if required.

Unless otherwise directed by the Panel the Selection Decision will remain in force.

10. Appeal Proceedings

The Chair may give directions in relation to the conduct or disposal of the Appeal at any time.

Where an Appellant fails to comply with the provisions of this Procedure, or any direction given by the Chair, the Appeal may be dismissed by the Panel without further consideration. Where a Respondent fails to comply with the provisions of this Procedure, or any direction given by the Chair, the Appeal may be allowed by the Panel without further consideration.

In order to deal with the matter expeditiously the Appeal shall proceed and be determined by means of written submissions unless either party applies to the Panel for an oral hearing in the course of the written submissions and/ or the Chair so directs.

Unless the parties are otherwise directed, the following Standard Directions shall apply:

- a.** Within 48 Hours of receipt of the Notice of Appeal the Respondent shall submit to British Eventing and serve on the Appellant a Reply which must:
 - i.** Provide full details of the basis on which it refutes the Appeal;
 - ii.** Be accompanied by all relevant documentation on which the Respondent wishes to rely in refuting the Appeal; and
 - iii.** State whether the Respondent is seeking an oral hearing of the Appeal.
- b.** Unless the Chair permits, the parties shall not submit further written material after the time limit for the submission of the Reply.

In the event that either party applies for, or the Chair directs, the Appeal to be dealt with by way of oral hearing and subject to any specific directions which the Chair shall give the following procedure shall apply to any oral hearing:

- a.** The Chair shall fix the date, time and place of the oral hearing.
- b.** Unless the Chair orders otherwise the hearing shall be held in private. At the discretion of the Chair external independent observers may be permitted to attend.
- c.** Any party may choose to be legally represented at the hearing.
- d.** The parties must notify the Chair and the other party as soon as is practicable and in any event within any time limits set by the Chair of the identity of any witnesses they wish to call and the Chair may require that each party shall disclose the witness statement of any such witness both to the Panel and to the opposing party. The Chair shall decide whether such witness should be required to attend and give evidence at the hearing.
- e.** The oral hearing shall be conducted as follows:
 - i.** The Appellant shall give his or her evidence together with any witness evidence or witness statement relied upon following which the Respondent shall give its evidence together with any witness evidence or witness statement relied upon;
 - ii.** Either party may cross examine the other and any witness called by them;
 - iii.** Following the giving of evidence the Appellant and then the Respondent shall summarise their respective cases.
- f.** The non-attendance of a party at an oral hearing in respect of which that party has received notice shall not prevent the hearing being held in their absence.
- g.** The Panel shall indicate whether they can reach their decision and finding on the day of the hearing.

11. Appeal Decision

The Panel shall notify the parties and the Chief Executive of its decision in writing as soon as is reasonably practicable having regard to the requirement to resolve the appeal on an accelerated basis.

The Panel shall be entitled to:

- a. Confirm the Selection Decision and reject the Appeal; or
- b. Rescind the Selection Decision and either:
 - i. remit the matter back to the relevant Selectors with a direction to make a new decision within a prescribed time scale; or
 - ii. in the event that the Panel concludes that the Selectors did not follow the procedures set out in the Selection Policy and that it is plain that if they had done so the Appellant would have been selected, direct that they select the Appellant to the relevant Team.

The Panel may make such directions as it considers fit regarding the contribution by parties to the administrative expenses of British Eventing.

The decision of the Panel shall be final and binding on the parties.

12. Publicity

Neither the Appellant nor the Respondent shall make any public comment over any communication channels, inclusive of social media, on the subject matter of the Appeal at any stage of proceedings, inclusive of completion of the Appeal or at any point thereafter.

13. General

The overriding objective of this Procedure is to enable British Eventing to deal with selection appeals justly. This Procedure is intended to provide an accelerated procedure to enable a Selection Decision to be resolved as quickly as is reasonably possible to provide certainty to the Team having regard to the nature of and tight timetables applicable to selection to Teams to represent the respective region. It is vital for Members requesting an Appeal and those responding to such an Appeal to appreciate that the outcome of the Appeal may have consequences affecting other Members and in the preparation for competition. Any delay therefore in commencing and processing the Appeal may ultimately prejudice the outcome of the Appeal. Accordingly dealing with an Appeal under this Procedure justly includes, in particular, ensuring that the Appeal is dealt with fairly and expeditiously.

In any unforeseen circumstances or in any situation which cannot be resolved by recourse to the provisions of this Procedure the issues shall be resolved by reference to the overriding objective and to this Procedure.