

*Polocrosse Association of Western
Australia Inc.*

Selection Policy

*Selectors, State Squads and State
Teams*

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Philosophy

It is one of the aims of the Polocrosse Association of Western Australia (PAWA) to send competitive teams to participate in the National Polocrosse Championships, which are held every two years, on a rotational basis, throughout the states and territories of Australia. The mandate of the Western Australian Selectors is to assess each nominee in a fair, equitable and independent manner.

The framework of this document has been prepared using the skills, knowledge and expertise of both players and Selectors and has been formulated with the intention that the document is reviewed on a regular basis and changes made according to definite outcomes.

The objective is to cover all the known aspects of the selection process, bearing in mind that there will be situations arising that are not covered by the document. In such instances it is to be hoped that common sense solutions will be found by those delegated the responsibility of overseeing the selection process and with a duty of care to the maintenance of the well-being of the sport as a whole.

All participants wishing to be considered for selection in a State Polocrosse team must:

- Be an affiliated member of an affiliated club in Western Australia.
- complete and check the nomination box via the database, And advise the SEO

Nominations for national championships

1. Nomination for Players, Coaches, Managers, Overall State Manager, and Selectors are To be completed via the national database
2. Nomination for Players will extract the following information: from the database
 - Name, address and contact details of the nominee
 - Date of birth and gender
 - Nominated horses via the database online system. Should the nominated horse be owned by anyone other than the player then a horse owner's permission form must be submitted
 - Nominees under 18yo require the signature of a parent or guardian to nominate and participate in the selection process
 - For Intermediate and Junior Players a copy of the nominee's birth certificate must be emailed to the SEO at the time of nominating
3. Nominations to open 6 weeks prior to the first Selection Tournament and closing 2 weeks prior to the first Selection Tournament. A list of nominees is to be in the hands of the Selectors one week prior to the first selection tournament. The PAWA has the right to reopen nominations should the need arise.
4. A nomination fee will be set by PAWA Committee for the period leading up to each National competition, and will be reviewed at the completion of each National competition. Nomination fees (from successful nominees) will be retained by PAWA to pay for Nationals expenses. Nomination fees from unsuccessful nominees will be refunded half of that fee
5. after nominating through the database, the SEO
6. SEO will acknowledge the receipt of each members nomination to the nominee as soon as possible

Grievance

Except as provided for in this policy there is no right of appeal against any decision of the Selectors. An aggrieved participant however may lodge with the Director of Selectors a grievance in writing against any alleged failure of the Selectors to comply with the procedures set down in this policy. The Director of Selectors shall consider the written grievance in good faith, and make such enquiries as the Director deems necessary in order to make a determination on the grievance, and then communicate that determination to the participant and the Selectors.

Selection Tournaments

There will be three selection tournaments

- Northern Zone Championships
- Central Zone Championships
- Southern Zone Championships
- The Northern or Southern Zone to hold either their zone championships or the state club championships
- The three (3) selection tournaments will be held within a six (6) week period with the last selection tournament being held not later than the end of October.
- PAWA Committee may recommend two separate tournaments for selection of Masters Nominees. Should PAWA Committee deem this necessary the tournament dates will be announced to all members.
- Venues of selection tournaments must meet Championship standards.
- It is recommended that nominees play all three (3) selection tournaments. A valid reason for not playing at any selection tournament must be conveyed, in writing to the PAWA Executive Officer and Director of Selectors.
- At the end of the three (3) selection tournaments the teams and the next two (2) RANKED players in each division will be notified by the Director of Selectors and invited to keep their horses in work and participate in State team training.
- The selectors to rank all nominees in their divisions

Selection of teams for the Australian National Championships

Selection of National Teams will be primarily based on player and horse performance at Selection Tournaments, taking into account the criteria listed under Guidelines for Selection Process and the selectors' determination as how best to satisfy the requirements to have the correct skill set across all three positions.

Teams will be selected in each division as follows

Mixed teams selected after the open teams, master teams after that.

Junior and intermediate players are to play in their age division, unless there is deemed extraordinary circumstances e.g., that division not running or insufficient nominees to field a team

Announcing Nationals Teams

1. After the final selection tournament Nationals Teams will be announced as soon as practicable, but no later than one (1) week from the final selection tournament. The exception to this will be in a year that WA hosts the nationals and the team announcements will be at the discretion of the Director of Selectors and the selection committee. Successful players will receive written confirmation of their selection.
2. If prior to 2 weeks or more from the commencement of the Nationals, a horse or player is no longer available or there is a reversal of form then the affected player's position in the team is to be reviewed by the selectors in consultation with the coach.
3. If after the teams are announced a player withdraws then the next ranked player on the list in that division is to be included in the affected team.
4. State Team Coach and Manager appointments will be notified and confirmed in writing after the final selection tournament.

5. Overall State Team Manager will be notified in the same manner as the state team coaches and managers.
6. If a player is injured during the course of Nationals or immediately prior it is at the coaches discretion on how best to replace that player

Team Captains

Junior team captains and vice captains will be selected by the State Team Coach assigned to that team. All other Team Captains will be elected by secret ballot by the team members at a meeting convened by the team and coach.

Veterinary Checks

1. Veterinary checks may be called for on an individual basis during the selection process, the lead up to the Nationals or at the Nationals by:
 - a. the Director of Selectors
 - b. State Team Coach assigned to the individual team,In each case if the official calling for the veterinary check considers it is in the best interests of the horse, the team or the PAWA.
2. Veterinary certification must be produced by the player in the time specified by the Director of Selectors.
3. The cost of veterinary certification, should it become necessary, will be borne by the Player.

Appointment of State Team Coaches and Managers

Coaches - Only accredited coaches may nominate to coach a State Team. It is recommended that Level I coaches have at least 30 hours “signed” coaching to be eligible for coaching a State team. To be eligible to coach a junior team coaches must be both an accredited coach and have completed the Junior Coaching syllabus along with any necessary Working with Children compliance requirements. Coaches will be appointed by the PAWA Committee in consultation with the Director of Coaching

Managers - Members are encouraged to nominate for the position of manager of a state team. Prior experience would be an advantage however not a requirement. Nominees must be highly organised and motivated. Managers will be appointed by the PAWA Committee in consultation with the Director of Coaching

All coaches/managers must submit a resume with their nomination

All coaches/managers receive a remuneration that will be decided on by the PAWA Committee annually. [paid in 2 instalments – the last on the completion of a satisfactory coaches/managers’ report]

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Appointment of Overall State Team Manager

This position will be appointed by the PAWA Committee.

Appointment of State Team Veterinarian

Nominations for the position of State Team Veterinarian will be open at the same time as the Nominations for Players. The State Team Veterinarian will be appointed by PAWA Committee and the successful nominee will be announced at the same time nationals teams are announced (where possible) in order to allow plenty of time for planning and preparation. The State Team veterinarian is responsible for providing official horse welfare advice to players, coaches, and managers. The state team veterinarian is required to act in the best interests of the PAWA.

The State Team Veterinarian may charge for consumables and dispensaries directly to the player of the horse receiving the treatment. Consumables are not to be charged to the PAWA. The State Team Veterinarian will be reimbursed for the equivalent cost of a return airfare to the National Championships from the PAWA Nationals Budget.

Appointment of State Team Sports Trainer

Nominations for the positions of State Team Sports Trainer will be open at the same time as the nominations for players. The State Team Sports Trainer will be appointed by the PAWA Committee and the successful nominee will be announced at the same time Nationals Teams are announced (where possible) in order to allow plenty of time for planning and preparation. The State Team Sports Trainer may charge for consumables and dispensaries directly to the player receiving the treatment. Consumables are not to be charged to the PAWA. The State Team Sports Trainer will be reimbursed for the equivalent cost of a return airfare to the National Championships from the PAWA Nationals Budget.

Role of the Director of Selectors

The position of Director of Selectors is an annual appointment, nominated and elected each year at the Annual General Meeting.

The responsibilities of the position are as follows:

1. To oversee a fair and equitable process of selection for all nominees
2. To facilitate meetings of and give clarification of the selection process to selectors
3. To ensure that all selectors have accurate and current information regarding nominees and their nominated horse/s.
4. To collect and collate selection lists/information given by each selector after each selection tournament. All information held by the Director of Selectors is to be sent to the PAWA Executive Officer immediately after each selection tournament where rankings will be recorded and maintained by the State.
5. To reach agreement with the selectors as to the time frame in which selection lists will be handed in.
6. To act in a consultative/problem solving role to all involved in the selection process such as : player injuries, horse injuries/lameness, drug or alcohol related issues
7. May appoint, train and oversee statisticians and to ensure that the collection of data is fair and equitable to all nominees. To collect and distribute any statistical data gathered so all Selectors can use as a guide.
8. To submit a full report of the selection process to the PAWA Committee at the completion of selections.
9. In the case where a dispute cannot be settled at the level of the Director of Selectors - to liaise with the PAWA President and if necessary have the matter escalated to and dealt with by the PAWA Committee.
10. May be required to participate in WA disputes committee at Nationals.
11. The Director of Selectors shall be reimbursed the cost of telephone calls, postage etc. pertaining to the selection process after its completion and on presentation of an itemized account.
12. To inform the PAWA Committee of any matters regarding selection between selectors and a player, which may go outside the selection policy?
13. Inform all nominated players (in the affected division) of any agreements between selectors and a player, which is outside the selection policy.

14. To organise a post Nationals debrief for selectors.

Appointment of Selectors

1. PAWA to advise clubs and zones when nominations for selectors open and close.
2. Selectors will be appointed by council at the state AGM. The term of a selector is two years
3. Each zone to submit a selector for each of the following divisions; men's, women's, intermediate's and junior's
4. Nomination forms for Selectors are to be available on the PAWA website at www.pawa.asn.au.
5. Selectors Nomination forms to include :
 - Name
 - Club
 - Zone
 - Preferred division the nominee would like to select
 - Any conflict of interest issues they are aware of
 - Advising whether they will be nominating as a Player as well, and therefore be a playing Selector
 - If nominee is a playing Selector then confirming they have adequate support and assistance at Selection Tournaments to ensure that their duties as a Selector are not compromised
 - Details of previous experience at playing, coaching or selecting polocrosse at a high level.
 - Confirming they have read the Selection Policy and that they will adhere to it.
6. The PAWA Committee shall consider each zone nomination on the basis of the nominee's qualifications and experience and either accept the nomination or request the zone find an alternative
7. Appointed selectors will receive a confirmation letter and an up to date copy of the Selection Policy.

Guidelines for Clubs and Zones when nominating Selectors

(unless afforded exemption by the PAWA council)

- a) No conflict of interest, with playing immediate family members (children, parents, siblings or partners) in the division they are selecting
- b) Prepared not to play at Selection Tournaments unless they have nominated (or intend to nominate) for Nationals themselves.
- c) Must not play for selection and select in the same division.
- d) Have enough experience at playing, coaching or selecting polocrosse at a high level.

Selectors will be given the details of all nominated players along with a description of the nominated horses at least one week prior to the commencement of the selection process.

Responsibilities of Selectors

To conduct with honesty, integrity and independence their assessment of nominated players

To view and use with confidentiality and discretion any information/statistical data they may be given regarding any individual nominee.

To participate in meetings called by the Director of Selectors to analyse collated data and reach consensus of opinion regarding, the selection of final teams.

Selectors will be reimbursed an amount, to be reviewed annually by PAWA Committee, to assist with costs incurred during the selection process.

All Selectors must be available to attend all three (3) selection tournaments.

Guidelines for Selection Process

To assess each individual under the broad outline of the following categories:

- Player skill level
- Horsemanship, including ability to play different horses with minimal effect on performance
- Player fitness level
- Horse fitness level
- Horse skill level
- Tactical skills
- Position play
- Team cohesion
- Presentation of horse/player
- Sportsmanship
- Versatility (ability to play in various positions)
- Accountability (the obligation of an individual to account for their actions and activities and to disclose the results in a transparent manner)
- If applicable, past performance in WA representative teams

After each of the first two selection tournaments each selector to rank nominees performance from best to worst and submit this ranking to the Director of Selectors.

Player Input into the Selection

Before the conclusion of the third selection tournament, selectors will formally discuss team composition with the coach (if appointed) and Open or Masters player ranked one of the top three (3) in that division.

Only players who are unsuccessful in making a team are able, upon request, to receive feedback, including final ranking, from the Director of Selectors.

If within 2 weeks or more from the Nationals a horse or player is no longer available or there is a reversal of form then the affected player's position in the team is to be reviewed by the selectors and coach.

Role of the State Team Coaches

The PAWA Coaching Council will call for nominations for coaches for state squads.

National team coaches will be appointed after the announcement of the national teams.

The Director of Coaching may be used in a resource/advisory capacity in the nomination/choosing of coaches.

Coaches must hold at least Level I Coaching Accreditation, and those coaching juniors must also have a relevant Working with Children clearance.

National team coaches should preferably be non-playing coaches.

Coaches and managers to review their players' preparation program regularly

Coaches may appoint players to mentor/ assist with player development, to provide an alternative sounding board or ears for the player to discuss issues they might be having. Coaches are to check with mentors to see if they are being utilised as an effective development tool for player improvement.

State and national team coaches, in consultation with the team captain, have absolute discretion as to how they formulate their teams using all seven or eight players. Each player must have at least one chukka per game during the National Championships (barring reasons of player or horse injury that render either unfit to participate). Should a player not be used at least once in each game the PAWA committee may, upon application, make restitution of the cost of horse transport.

In the case of a team having no chance of reaching the finals, it is in the best interest of the State that the coach gives all players as much on field time as possible.

State Team coaches and managers shall ensure players that attend any interstate competition treat horses/gear for any infectious diseases (before re-entering WA) in accordance to veterinary approved treatment.

Disputes Committee

A disputes committee consisting of three people will be nominated at a PAWA Committee Meeting prior to the State Teams departing for the National Championships.

The suggested composition of the disputes committee (subject to availability) is the PAWA President, the Director of Selectors and one other experienced person determined by the PAWA Committee.

All disputes that cannot be resolved at the level of team coach and captain will be heard and arbitrated on by the Disputes Committee.

Duties and Responsibilities of State Team Managers

Responsible for:

- Coaches and Managers to review their Players preparation program regularly
- Prepare a team budget for expenses that are likely to be spent.
- Discuss with the Team who will be responsible for securing sponsorship or funding the Team Budget. Note; the Manager should not be solely responsible for securing Team sponsorship.
- Ensure that any all officials of the Junior Team have the relevant Working with Children clearances, including their own, and provide them to the PAWA Executive Officer for cross check and retention.
- Co-ordination of social events, find out times, dates, dress code. Collect money if applicable.
- Security of equipment - make adequate arrangements to ensure the security of equipment, riding gear etc. for allocated teams both on and off the field. To be stationed by the gear during games, not only for security purposes but also to facilitated easy access for the replacement of equipment e.g. broken gear.
- Find location of services i.e. farrier, vet, feed outlets and inform team.
- Ensure players that attend any interstate competition treat horses/gear for any infectious diseases (before re-entering WA) in accordance to veterinary approved treatment.

Duties:

- Check board for game times, field numbers and any umpiring duties allocated to team members.
- Organise and nominate one scrutineer (timekeeper, scorer) and two goal judges for each game.
- Nominate names of team members and their sections to scrutineers prior to the commencement of a game. To be handed to the timekeeper/scorers in an envelope.
- Be responsible for the collection and returning of State saddle cloths, brow bands and tail rosettes - these must be washed prior to returning to the State. Where necessary help with team presentation - tail plaiting etc. Ensure that the team has adequate water, sponges etc available on the sidelines.
- Have available a small supply of emergency equipment i.e. band aids, tape, electrical tape, scissors etc.
- Be available to coaches and team captains to render assistance with other tasks.

Responsibilities of the Nominee/Player

It is the responsibility of the Player, Squads and Teams to organise their own suitable fitness and preparation, to be reviewed and overseen by the Coach and Manager.

Player attendance at the PAWA organised trainings is the absolute bare minimum and every member of a Team/Squad is expected to practice together in the months prior to departure and ensure that they and their horses are fit for the competition. Trainings other than PAWA organised trainings to be localised where possible, unless directed by the Team Coach.

All nominees must:

- Sign a code agreeing to standards of behaviour that have been ratified by the Association as acceptable for a State Team Representative. Failure to comply with the codes of behaviour will be dealt with under the rules of the Association;

- abide by the Constitution and By Laws of the Association;
- notify the Director of Selectors at the earliest opportunity of intention to withdraw from the selection process;
- notify the Director of Selectors in writing if they are unable to play at any selection tournament;
- display team cohesion, sportsmanship and fellowship at all times;
- comport themselves during the selection process and subsequently the National Championships in a manner befitting a Western Australian State Team representative;
- give 100% commitment to the selection process and subsequently the State Team if selected;
- refrain from the use of intoxicating substances and abstain from the use of illegal substances;
- submit a player profile, current passport sized photograph and any medical exemptions/medication lists on request;
- Notify the Director of Selectors immediately should you require medical attention or if your horse requires veterinary attention during the selection process. Notify your team coach immediately should you require medical attention or if your horse requires veterinary attention after the completion of the selection process.

Uniforms

State team representatives will receive notice in writing from the PAWA Executive Officer immediately after final teams are announced of the uniform requirements and outlets for the purchase of same. The PAWA will supply two playing shirts to each selected player. The cost of all other uniform requirements is the responsibility of the player.

State uniform will be worn at all official functions and any nominated unofficial function/s during the National Championships unless otherwise specified.

STATE SQUADS

AIM – Squads are designed to develop players and increase their knowledge and abilities on the polocrosse field

Squads exist to provide players access to extra opportunities to be coached and enhance their skills

Squads help prepare players for possible representative positions

PROPOSED OUTCOMES OF SQUADS

Selectors will rank players for use as a guide when selecting interstate teams

To increase the number of more confident players and coaches

ELIGIBILITY

Players and coaches will be registered financial members of the PAWA

Players and coaches will be selected on their performance, commitment, values and behaviour, not their personal characteristics or attributes (e.g. race, sexuality, and religion)

Players may be precluded from selection if there is a concern about their ability to compete safely or if their participation poses a risk to others.

Players must nominate in the database to be considered by XX

- Login to the <http://www.nswpolocrosse.org.au/logout.php>
- Personal Functions
- Nominate for a State or National Event
- Squads

CRITERIA/ EXPECTATIONS OF SQUAD MEMBERS

Selection decisions will be based mainly on performance, however they will also consider:

- attendance at competition, training and organised events (commitment)
- good sportsmanship (values)
- abiding by our associations Code of Conduct (player, coach, manager) on and off the field (behaviour)
- recommendation - any player considering nominating for nationals is encouraged to join a squad (at no cost) to enable coaches to work with them prior to selection tournaments
- at any time a player can be invited to join a squad by a selector or a squad coach
- at any time a player can be removed from a squad for lack of commitment, lack of participation or breaking any of the Codes of Conduct
- determination - teams selected to represent WA, other than Nationals Teams, will be selected from Squads

WHAT WILL WE DO

Squad Format

Squads, where possible, are to include a coach and a manager and will consist of the following where possible;

Men -15

Women – 15

Intermediate men – 12

Intermediate women – 12
Junior boys – 12
Junior girls – 12
Sub juniors – 12

Promote fund and encourage all coaching and training opportunities where possible
*numbers are a suggestion only and may vary

ROLES AND RESPONSIBILITIES OF SQUAD COACHES

- Plan coaching sessions for the squad with themselves or other coaches.
- To present opportunities for squad members to improve riding, tactical skills and polocrosse skills, in any of the following forms; online information, face to face mentoring and/or training sessions.

COACHING FORMAT

Coaches with the assistance of selectors will announce proposed events to which squad members can advise their attendance directly to the committee (coaches/selectors) that organise the event.

This may take any or all of the following forms;

On horse

On foot

Classroom setting

Skills

Online

Weekend training involving all components

NB: Clarification Selection v Eligibility

You are eligible for a squad whereas you are selected in a team