

**TAMWORTH HOCKEY ASSOCIATION
INCORPORATED**

Representative Policy



Document Control Information
 Tamworth Hockey Association Incorporated – Representative Policy

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Tamworth Hockey Association Incorporated Representative Policy

CONTENTS

1. Introduction.....	1
1.1. Philosophy	1
1.2. Application	1
1.3. Purpose of the selection policy and operation guidelines document.....	1
1.4. Application of the policy and process	2
1.5. Selection Objectives	2
1.6. Situations outside of the Selection Policy	2
2. Selection Panel Appointments	2
2.1. The Tamworth Representative Committee is responsible for the appointment of selectors.	2
3. Selection Panels	3
3.1. Confidentially	3
3.2. Selection Panel.....	3
4. Confidentiality Requirements	3
5. Player Eligibility and Criteria	3
5.1. General Player Eligibility Juniors.....	3
5.2. General Player Eligibility Seniors	4
5.3. Merit Selection and Age Eligibility	4
5.4. Representative Team Commitment Criteria	5
6. Selection Process.....	6
6.1. Assessment	6
6.2. Selection Trials	6
6.3. Ratification and naming of selected teams and/or squads	7
7. Post Selection.....	7
7.1. Non-selected players	7
7.2. Selected players	8
7.3. Representative player responsibilities outside of their representative teams	8
8. Appeals of Selection	8
9. Replacement of Selected Players.....	8
10. Withdrawal from Team	9
11. Clearance to play for other Associations	9

1. Introduction

Hockey is a complex, multi-faceted game, with a variable game environment that impacts on performance. Although the type of attributes that affect performance can be defined as selection criteria, it is impossible to objectively define a set 'standard' for these criteria, relative to successfully performing in a specific event. Consequently, the process of selection requires a selector to subjectively weigh up, assess and define what they believe the standard of an individual player is, against the criteria. This is a subjective decision tempered by the experience and expertise of the selector.

Consequently, subjectivity will always remain an unavoidable element of selection. However, the processes and procedures outlined in this document aim to help overcome any of the more undesirable elements of subjectivity in selection, such as bias, prejudice or lack of expertise. Many layers of procedure have been identified to ensure that the negative impact of these elements will have been counteracted before a final selection decision is made.

Tamworth Hockey Association believes that our obligation to our members is to improve our selection process by increasing objectivity in the selection process and endeavouring to limit the subjective components by clearly outlining a selection policy and procedure. We see our obligation to our players as making the selection process as positive an experience as possible.

1.1. Philosophy

The philosophy guiding the selection policy for Tamworth Hockey Association representation requires an open and transparent selection process that is fair and equal to all players wishing to represent Tamworth Hockey including but not limited to players, officials, coaches and managers. To support this philosophy, it will be necessary to consider the following principles, presented in order of importance as follows:

- 1.1.1. Development of hockey in Tamworth.
- 1.1.2. Participation in representative teams by as many Tamworth Hockey Association members as possible.
- 1.1.3. Promotion of Tamworth Hockey in all representative environments by ensuring teams are competitive at all NSW State Hockey Championships. Promoting the success of Tamworth Hockey will help drive future growth in Tamworth Hockey.
- 1.1.4. Encouragement of exceptional individual talent in Tamworth players.

1.2. Application

The selection policy, process and procedures outlined in this document apply to all Tamworth Hockey Incorporated registered hockey players.

1.3. Purpose of the selection policy and operation guidelines document

The purpose of this document is to clearly outline the policy, operational process and procedures that apply to the selection of hockey players to participate in a Tamworth

representative team competing at a State Championship or other representative event, eg Kim Small Shield and York Cup.

1.4. Application of the policy and process

Consistent and conscientious application of the policy, operational process and procedures outlined in this document will help ensure the following:

- 1.4.1. Transparency for all stakeholders who are involved in the selection process.
- 1.4.2. Improved communication and understanding between stakeholders.
- 1.4.3. Improved planning and execution associated with all aspects of selection.
- 1.4.4. Flexibility to respond to selection situations in a fair manner; and
- 1.4.5. Facilitation of analysis and review of the selection process to ensure quality, consistency, and stability between all the selection trials undertaken by the Tamworth Representative Committee in each season.

1.5. Selection Objectives

- 1.5.1. The primary selection objective is to select the best available players within all age groups.
- 1.5.2. The secondary selection objective is to recognise the potential of athletes to participate at a NSW Hockey State Championships level standard and to assist those athletes to achieve their individual potential at the State and National level.

1.6. Situations outside of the Selection Policy

Situations outside of this selection policy are to be on application by a written letter to the Tamworth Representative Committee. Any requests for exemptions outside this policy can only be approved by the Tamworth Representative Committee in consultation with the THAI Board if required.

2. Selection Panel Appointments

2.1. The Tamworth Representative Committee is responsible for the appointment of selectors.

- 2.1.1. The Tamworth Representative Committee will ask all Clubs to nominate a minimum of two (2) Selectors annually to be considered for addition to the Tamworth Representative Committee's panel of selectors for that year.
- 2.1.2. Individual members may also nominate to be considered for addition to the panel of selectors, the Representative Committee is to call for nominations from members.
- 2.1.3. Selectors are to have current or previous experience as a player or coach.

- 2.1.4. Selectors will be allocated to Selection trials by the Representative Committee with consideration of experience, availability, and any immediate familiar conflicts of interest.

3. Selection Panels

3.1. Confidentially

- 3.1.1. All Tamworth Hockey Association selectors and coaches involved in the selection process will be required to understand and abide by confidentiality requirements, as per item 4.

3.2. Selection Panel

Trials for each Tamworth Hockey representative team shall have a selection panel appointed by the Tamworth Representative Committee that will consist of:

- 3.2.1. The coach of the respective team(s) if no immediate family members are trialling (if the coach has been appointed before selection trials commencing);
- 3.2.2. A minimum of three (3) and a maximum of five (5) independent selectors
- 3.2.3. A convenor of selectors will be selected to deal with trial issues such as players unable to attend trials.
- 3.2.4. A coach that has been excluded from the selection panel according to 3.2.1 may still be consulted by the selection panel but will not have a vote within the panel and must not discuss the selection of their immediate family member.

4. Confidentiality Requirements

Selectors and coaches will not discuss selection matters outside official selection trials and/or meetings. Contravention of confidentiality will lead to removal from the selection panel and possibly future panels.

5. Player Eligibility and Criteria

5.1. General Player Eligibility Juniors

Players intending to stand for selection in any Tamworth junior representative team:

- 5.1.1. Must be a registered player or dual registered with Tamworth Hockey Association.
- 5.1.2. Must play regularly in the local Tamworth Hockey competition.
- 5.1.3. Must adhere to the Tamworth Hockey Inc. code of conduct.
- 5.1.4. Must attend a minimum of two (2) of the advertised selection trials.
- 5.1.5. If a player cannot attend a trial and wishes to be considered for selection, a written explanation must be sent via email to the Representative Committee prior to the trial taking place. This should be

as soon as possible and not less than 24 hours prior to the trial taking place, except in extenuating circumstances.

5.1.6. Players not meeting player eligibility requirements may apply for exemption in writing to the Representative Committee which will be assessed on a case-by-case basis.

5.1.7. Must have an ongoing commitment to individual fitness and team training sessions.

5.1.8. Must nominate by the date specified by the Tamworth Representative Committee, including a \$50 deposit towards player levy.

5.2. General Player Eligibility Seniors

Players intending to stand for selection in any Tamworth senior representative team:

5.2.1. Must be a registered or dual registered player with Tamworth Hockey Association.

5.2.2. Must adhere to the Tamworth Hockey Inc. code of conduct.

5.2.3. Must attend a minimum of two (2) of the advertised selection trials.

5.2.4. If a player cannot attend a trial and wishes to be considered for selection, a written explanation must be sent to the convenor of selectors before the trial takes place. This should be done as soon as possible and not less than 24 hours before the trial takes place, except in extenuating circumstances.

5.2.5. An exemption may be granted to players trialling for U18 or Opens teams who reside more than 90 minutes from Tamworth. A resume of current hockey experience and statement from current coach must be submitted in lieu of attendance.

5.2.6. Players not meeting player eligibility requirements may apply for exemption in writing to the Representative committee which be assessed on a case-by-case basis.

5.2.7. Must have an ongoing commitment to individual fitness and team training sessions, exemption may be requested.

5.2.8. Must nominate by the date specified by the Tamworth Representative Committee, including a \$50 deposit towards player levy.

5.3. Merit Selection and Age Eligibility

The selection process will consider the following:

5.3.1. Initially, on merit within the appropriate age group for all teams up for selection including consideration of Item 6.1.

5.3.2. Secondly, will be on merit despite the age of a player with the express consideration of Items 5.3.4 and 5.3.5, including consideration of Item 6.1.

- 5.3.3. Where numbers trialling within an appropriate age group are sufficient to fill two teams, a younger age player attending the trial may be selected in either the 'A' or 'B' team on merit. However, it would be appropriate for the younger age player to be initially considered for the 'B' team.
- 5.3.4. If a player of the appropriate age and a younger aged player are considered by the selectors to be of equal talent, then the age-appropriate player is to be selected.
- 5.3.5. Where only one team is to be selected, age-appropriate players are to be selected first, except in the case of Opens teams where all age players are to be considered for selection.
- 5.3.6. The intention of Items 5.3.3 and 5.3.4 is for most age-eligible players to be considered in the initial selections before under-age players are considered. This considers Item 1.1, where the development of hockey in Tamworth including participation by as many players as possible in representative teams has been considered, and allows identified exceptional talent to be considered in selections, thus allowing the strongest possible teams to be selected.
- 5.3.7. Selectors will be required to notify the Tamworth Representative Committee, in writing, supporting information of their decision to select a younger age player, stating why the younger age player was selected within either the 'A' or 'B' team, having consideration for Item 6.1. This is to be signed by all selection panel members or agreed via emails between the selection panel members.

5.4. Representative Team Commitment Criteria

Representative players are expected to:

- 5.4.1. Sign and abide by the Tamworth Hockey Incorporated Code of Conduct.
- 5.4.2. Abide by the Tamworth Hockey Association Incorporated policies.
- 5.4.3. Attend training and give your best efforts to complete all tasks.
- 5.4.4. Listen to your coach and manager of your respective team.
- 5.4.5. Keep up personal fitness
- 5.4.6. Fully participate at State Championships or other events such as Kim Small Shield and/or carnivals as deemed appropriate by respective coaches, to the best of your ability.
- 5.4.7. Stay with team when accommodation is arranged during carnivals.
- 5.4.8. Be honest and respect the property of others.
- 5.4.9. Will turn off mobile phones when instructed to do so.

6. Selection Process

6.1. Assessment

The selectors of Tamworth representative teams should consider the following during the selection process:

- 6.1.1. Physical capacities – general fitness, including but not limited to speed, aerobic stamina, strength, and agility.
- 6.1.2. Technical competence – core age-appropriate skills including receiving, passing, hitting, pushing, dribbling, tackling, intercepting, marking, leading, eliminating, goal shooting and set plays.
- 6.1.3. Tactical ability – includes reading the play, involvement in the game, on-field decision making and positional flexibility. Ability to apply and utilise information provided by the coaching staff and related team or individual performance.
- 6.1.4. Potential to Improve – present performance at trials compared to past performance. Advice could be considered from the player's normal competition coach in this regard, especially if the player is being considered as an underaged selection.
- 6.1.5. Competitive ability – mental toughness, strength, temperament, determination, commitment, performing in adverse conditions, coping with setbacks and/or criticism and persistence.
- 6.1.6. Attitude/Coachability – individual application in training and competition.
- 6.1.7. Team orientation – an individual's ability within a team sport, to 'fit in' and positively influence the team.
- 6.1.8. Communication – the ability of the player to communicate positively with coaches and managers and be open to accepting suggestions from coaches regarding performance and improvement.

6.2. Selection Trials

- 6.2.1. Coaches of each respective age group are to consider dates for trials, considering the appropriate NSW Hockey State Championship dates, thereby allowing maximum trialling and training opportunities.
- 6.2.2. Booking of fields for selection trials and training for all age groups is to be conducted through liaison with the Tamworth Hockey Inc. field booking officer.
- 6.2.3. Notification of selection trials will be advertised as soon as the dates of the trials have been confirmed. If possible, the advertisement should be for two weeks before the initial selection trial, via website, social media, and email to clubs.
- 6.2.4. Three trials should be booked for the selection panel to have enough time to consider players standing for selection. If the selection panel

agree with team selection after two trials, then consideration may be given to cancel the third trial, with the possibility of utilising the time for training. Teams must be selected by the final advertised trial.

6.2.5. Trials can extend to observing players during a normal competition round games if the selection panel deem it required, eg competition matches. This will give the selectors another opportunity to observe players within their normal competition teams and could be beneficial if large numbers of players trial.

6.2.6. If the selection panel wishes, shadow players may be nominated. Shadow players and parents are to be advised that all training sessions set for the team can be attended, however, unless a player is unavailable to participate as part of the team at the relevant State Championship, eg withdrawal due to injury, then they will not travel away with the team.

6.2.7. If a player wishing to stand for selection cannot attend the trial(s) then a written notification will be required per Item 5.1.5.

6.3. Ratification and naming of selected teams and/or squads

6.3.1. The selection panel, once reaching an agreement on selections, will provide in writing to the Tamworth Representative Committee convenor and secretary a copy of the team selections, including any explanations regarding underage selections as outlined in 5.2.6, for ratification. Further discussions may take place with the executive if necessary.

6.3.2. The Tamworth Representative Committee executive will ratify the selection panel's nominated team(s)/squad(s) within 3 days of receipt of said nominations. If time does not permit a meeting to be convened, the ratification can be conducted via telephone or email.

6.3.3. The Tamworth Representative Committee secretary will name the selected teams on social media eg Facebook and/or Instagram within 7 days of ratification.

6.3.4. In the event of exceptional circumstances that prohibit the team from being announced within the dates in 6.3.2 and 6.3.3 all nominated players will be provided with correspondence until the team is named.

6.3.5. HNSW Tiering form to be submitted to the Representative Committee by the coach on completion prior to the State Championship

6.3.6. Representative Committee to submit tiering form to HNSW

7. Post Selection

7.1. Non-selected players

7.1.1. The Tamworth Representative Committee will, on request, provide clearance to any player not selected who wishes to be placed on the HNSW player pickup roster or play for another Association. If a team is

not able to be selected due to insufficient player nominations, only players who are nominated for the team will be provided a clearance.

7.2. Selected players

7.2.1. Selected players will be notified of selection via email and social media.

7.2.2. A meeting may be held after the first training session to hand out relevant paperwork for the representative team and outline the responsibilities of representative players. It is of the utmost importance to ensure that parents (of any Junior teams) are in attendance for this meeting.

7.2.3. An ongoing expectation is to be outlined at the meeting of each player's commitment to fitness and skill development as these are considered important attributes of all Tamworth representative players.

7.3. Representative player responsibilities outside of their representative teams

7.3.1. There is an expectation for Tamworth Association representative players to 'give back' to the local Tamworth Hockey Association. This can be through umpiring during the relevant local competitions, or even through coaching and mentoring other Tamworth junior teams and/or assisting at events such as Tadpoles, Kim Small Shield and York Cup.

8. Appeals of Selection

8.1.1. Appeals relating to the selection of Tamworth representative teams will be in writing to the Tamworth Representative Committee executive. Issues will be dealt with by the Tamworth Representative Committee executive in consultation with the relevant selection panel.

8.1.2. An appeal must be lodged to the Tamworth Representative Committee convenor and/or secretary via email within 1 week (7 days) of notification of the selected team. Mail must be postmarked, or the email must be dated within the 7-day timeframe.

8.1.3. It should be remembered that in general an appeal will only be considered if the selection policy was not adhered to.

8.1.4. Appeals will not be heard where a player or a player's representative thinks that the player is better than, or more deserving than a named player.

8.1.5. The appellant will be notified within 7 working days of the outcome provided by the Tamworth Representative Committee executive.

8.1.6. Only one appeal per individual player may be heard.

9. Replacement of Selected Players

9.1.1. The expectation for selected players is that all training sessions will be attended for the respective team. If there are two or more non-attendances at training the coach of the respective team will have

grounds to approach the Tamworth Representative Committee executive to discuss the player's commitment and ongoing position in the team.

- 9.1.2. Grounds for replacement will be considered for injury or illness of a player, that would prevent them from competing at the relevant NSW Hockey State Championship. Illness or injury must be notified by the player and/or a parent as soon as possible to allow for a shadow player to be called into the respective team.
- 9.1.3. Breach of discipline – a player being considered for replacement and/or withdrawal due to a breach of discipline, including failure to observe the Tamworth Hockey Inc. Code of Conduct or NSW Hockey Code of Conduct, on or off the field at events when playing for Tamworth, will be counselled by the relevant coach and Tamworth Representative Committee executive. Players in breach of discipline may jeopardise future selection in Tamworth representative teams.

10. Withdrawal from Team

- 10.1.1. If a player is selected and named for a team and then withdraws from the team regardless of the time frame before Carnival, they will not be eligible for a refund of the \$50 deposit.
- 10.1.2. If a player is selected for a team and then withdraws from the team within 4 weeks of Championship for any reason **other** than injury (medical certificate or physio letter required), they will be required to pay 50% of the player levy, and ineligible to be selected in any other Tamworth Representative team for the remainder of the year, and ineligible to be selected in an "A" team for the following year.
- 10.1.3. If a player is selected for a team and then withdraws, they will not be provided a clearance to play for any other Association at the related carnival.
- 10.1.4. A request for consideration outside Items 10.1.1 and 10.1.2 may be submitted to the Representative Committee.

11. Clearance to play for other Associations

- 11.1.1. Clearance will only be provided on request to a player who nominated for a team, but was not selected, or insufficient nominations were received for that team.
- 11.1.2. A clearance will not be provided to any player who was named to a team but subsequently withdrew from that team.

12. Appointment of Coaches and Managers

Coaching/Management applications should address:

a) Qualifications

- 12.1.1. Coaching Experience: Evaluate the applicant's overall coaching experience, including the levels and types of teams they have coached
- 12.1.2. Technical Knowledge: Assess the applicant's understanding of the sport's technical and tactical aspects, including their ability to develop and implement effective game plans.

b) Best fit for team

- 12.1.3. Team Familiarity: Determine how many times the core team has been coached by the applicant. Familiarity with the team can be beneficial but should be balanced with the need for fresh perspectives.
- 12.1.4. Independence and Objectivity: Ensure the applicant has no conflicts of interest or close personal relationships with team members that could affect their objectivity.
- 12.1.5. Adaptability: Assess the applicant's ability to adapt their coaching style to meet the needs of the team and individual players. Flexibility in approach can help address diverse player needs and team dynamics.
- 12.1.6. Coaching and Manager appointments should take the above items into account while balancing the needs of the relevant team, and keeping development of coaches and managers in mind ie the most qualified coach/manager may not always be appointed, dependant on the requirements of the team
- 12.1.7. Coaches and Managers must complete online Child Protection education as advised by Representative Committee

TAMWORTH HOCKEY ASSOCIATION INCORPORATED

CODE OF CONDUCT

1. By nominating a team in any competition run by the Tamworth Hockey Association Inc. a club accepts that it agrees to uphold this Code of Conduct. This Code of Conduct applies to players, officials, and spectators.
2. The individual clubs are responsible for the behaviour of their players, officials and supporters and should encourage them to participate within the framework of the Code.
3. The following behaviour is unacceptable:
 - Violence, threats, or intimidation.
 - Umpire Abuse.
 - Swearing or abusive language.
 - Sledging or incitement to unacceptable behaviour.
 - Malicious misrepresentation of facts.
4. The following behaviour is to be encouraged:
 - Strong competition played within the rules and spirit of the game.
 - Active participation in the running of the sport in Tamworth.
 - ie coaching, administration, fundraising.
 - A spirit conducive to families and younger players.
 - Fostering the development of our younger players to play to their highest potential.
5. All players are responsible for wearing correctly fitted shin guards and a mouthguard at all times whilst on any Hockey Field.
6. The primary responsibility for the upholding of the Code rests with the Clubs. However, any incident or matter of concern within Tamworth Hockey may be brought directly to the attention of the Board of Directors of Tamworth Hockey Association for further action.