

# Notice of Selection

## 2017/18 Topper Squads

### Introduction

The ITCA (GBR) facilitates various different training squads on behalf of the ITCA (GBR) membership. Some of the squads are designated RYA squads and are therefore supported by the RYA using Sports Council monies, in order to achieve the aims of the RYA's World Class Junior Racing Programme.

Other ITCA (GBR) training is organised using a combination of paid ITCA (GBR) administrative and coaching support in conjunction with parent volunteers, who give up their time to support their children's involvement within the sport. The aim of ITCA (GBR) training is to facilitate skill development and progression, and increase the number of sailors participating in competitive Topper sailing.

Indicator events for **RYA Zone Squad** places are regionally based, details of which can be found at [www.rya.org.uk/go/zones](http://www.rya.org.uk/go/zones), under the 'zone squad selection policy'. Selection of these sailors will be completed during Phase Two of selection, as detailed in section 3 of this document.

**This document is split into three sections, which outline the selection criteria, policies, and procedures as follows:**

- 1. RYA Topper UK Squad Training Programmes**
- 2. ITCA (GBR) Topper Training Programmes**
- 3. Generic selection criteria and Procedure which governs Topper Squads**

### **1. RYA TOPPER TRAINING PROGRAMMES**

The RYA Topper UK Squad training programmes consist of (typically) 48 sailors and include the following:

1. RYA Topper UK Junior Squad
2. RYA Topper UK Intermediate Junior Squad

#### **RYA Topper UK Junior Squad**

24 Topper UK Junior squad places will normally be offered, however, this number may vary according to the ability of competitors taking part in the indicator series. Normally we would aim to award at least eight of these places to girls and eight of these places to boys. Places for this squad will normally be offered during Phase One of the selection process.

#### **RYA Topper UK Intermediate Junior Squad**

Up to 24 Topper UK Intermediate Junior squad places will normally be offered to eligible sailors who have not already been offered a UK Junior Squad place. However, this number may vary according to the ability of competitors taking part in the indicator series. Normally we would aim to award at least six of these places to girls and six of these places to boys.

Normally, the first eight places will be offered to the highest ranked eligible sailors who have not already been offered a UK Junior Squad place, on completion of the indicator series.



The remaining places in each squad will be offered at the discretion of the Selection Committee to helms who in their opinion, have demonstrated the best prospects of progressing to the RYA UK Youth Squads and the most potential to win medals for the British Youth Sailing Team at international competitions in the subsequent years.

Places for this squad will normally be offered during Phase One of selection process.

### **RYA Squad Support**

Sailors selected to be part of the 2017/18 RYA Topper UK Squads will receive the following support:

- Invitation to subsidised race training weekends, activity during half term(s) and a five day camp. These take place at a number of venues around the UK and are delivered by the RYA Topper UK Coach/RYA UK Intermediate Junior Squad Head Coach and other additional specialists and coaches
- RYA Coach Support at specified International event(s)
- Benefit from a specific needs based training programme
- The opportunity to access remote coaching support from the UK Squad Coach
- The opportunity to purchase discounted UK Junior Squad clothing
- Receive transitional advice regarding Youth Sailing from the UK Junior Squad Coach in order to assist progression into a Recognised Youth Class

Whilst the RYA Topper UK Squads are heavily subsidised by the RYA, parental contribution towards the costs of coaching, venues, coach boats, accommodation, and food is required. Volunteer help from parents will be required for house parents and rib crews.

### **RYA Topper UK Squad training programmes Eligibility**

In order to be eligible for the 2017/18 Topper UK Junior Squads, sailors shall normally be aged under 15 on the 31<sup>st</sup> December 2017. However in exceptional circumstances up to three sailors, in each squad, who do not meet the age criteria may be invited at the discretion of the Selection Committee (given the nature of the girls' single-hander pathway), if offered, these places will usually (but not exclusively) be offered to girls likely to follow the single-hander pathway.

In addition, Topper UK Squad sailors must be resident in Great Britain, hold or be eligible to hold a British passport, and eligible to represent Great Britain in the Youth Sailing World Championships. Successful applicants are required to be members of the RYA and the ITCA (GBR).

## **2. ITCA (GBR) TOPPER TRAINING PROGRAMMES**

The ITCA (GBR) Topper Squad training programmes consist of the following:

1. ITCA (GBR) National 5.3 Squad (up to 24 sailors)
2. ITCA (GBR) UK 4.2 Squad (up to 24 sailors)



### **ITCA (GBR) National 5.3 Squad**

Normally up to 24 Topper National Youth squad places will be offered to sailors that have not been offered a place in the RYA squads, however this number may vary according to the ability of competitors taking part in the indicator series. Normally we would aim to award eight of these places to girls and eight of these places to boys. The first six places will normally be offered to the six highest ranked eligible **youth** sailors, to include a minimum of two girls and two boys, on completion of the indicator series.

Places for this squad will normally be offered after Phase One of the selection process.

### **Squad eligibility**

In order to be eligible for the 2017/18 Topper National Youth Squads sailors shall normally be aged 14 or over and under 19 on the 31<sup>st</sup> December 2017, and been competing in UK Squad Indicator Series.

### **ITCA (GBR) UK 4.2 Squad**

Up to 24 Topper 4.2 National Squad places will normally be offered. However, this number may vary according to the ability of competitors taking part in the indicator series. Normally we would aim to award at least six of these places to girls and six of these places to boys. The first six places will normally be offered to the six highest ranked sailors to include a minimum of two girls and two boys from the ITCA (GBR) National 4.2 Squad Indicator Series.

Places for this squad will be offered after Phase Two of selection.

### **Eligibility for squad**

In order to be eligible for the Topper 4.2 National Squad, sailors shall normally be aged over 10 and under 14 on the 31<sup>st</sup> December 2017 and between 33-45 kg on 31<sup>st</sup> December 2017. However, in exceptional circumstances up to six sailors who do not meet the age criteria may be invited at the discretion of the Selection Committee.

### **ITCA (GBR) Squad Support**

Sailors selected to be part of the 2017/18 ITCA (GBR) Topper National Squads will receive the following support:

- Invitation to up to six training camps. These take place at a number of venues around the UK and are delivered by the ITCA (GBR) coaches
- Benefit from a specific needs based training programme
- The opportunity to access remote coaching support from the Head Coaches
- The opportunity to purchase a squad jacket
- Receive transitional advice regarding Youth Sailing from the Coaches

ITCA (GBR) Squads are not subsidised and therefore parental contribution towards the costs of coaching, venues, coach boats, accommodation, and food is required if a sailor accepts their place, together with parental help in running the squad weekends.



### **3. GENERIC SELECTION CRITERIA AND PROCEDURE WHICH GOVERNS RYA AND ITCA(GBR) TOPPER NATIONAL SQUADS**

There is one application process for all squads.

#### **UK Squads Indicator Series:**

Clear and objective selections are an important principle for the Topper squad programmes, however, we do recognise that young sailors are often inconsistent and inevitably progress at different rates due to differing rates of emotional and biological maturity.

Therefore, a proportion of the squad places will normally be offered on a 'first past the post basis' based on the ranking system, the remaining places will be offered at the discretion of the Selection Committee who are empowered by ITCA (GBR) and the RYA to make such decisions.

Those places offered to the highest ranked sailors on the basis of results will be allocated according to a ranking system using the results from the identified UK Squads Series Indicator events.

#### **UK Squads Indicator Series ranking events are:**

(Note: the 4.2 specific events for the 4.2 National Squad Indicator Series are listed separately below)

- **National series 5** 17<sup>th</sup> & 18<sup>th</sup> June 2017  
Rutland sailing Club
- **National series 6** 15<sup>th</sup> & 16<sup>th</sup> July 2017  
Royal Norfolk & Suffolk Yacht Club
- **Topper Nationals 2017** 6<sup>th</sup> – 11<sup>th</sup> August 2017  
Plas Heli Welsh national Sailing Academy
- **National series 1** 16<sup>th</sup> & 17<sup>th</sup> September 2017  
Poole Yacht Club

Sailors should attend the **National Championships, plus at least two of the available three National Series** events.

#### **ITCA (GBR) National 4.2 Squad Indicator Series:**

The ITCA National 4.2 squad timetable runs differently to all other squads, the intention being to allow sailors to progress from the 4.2 rig to the 5.3 rig during June each year. The majority of squad events run at the same time as National 5.3 series events, but run on different courses. The 4.2 squad Indicator Events are therefore:

1. **National Series 2 Winter Regatta** 25<sup>th</sup> & 26<sup>th</sup> February 2017  
WPNSA
2. **National Series 3** 18<sup>th</sup> & 19<sup>th</sup> March 2017  
Carsington
3. **National Series 4 Inlands** 29<sup>th</sup> & 30<sup>th</sup> April 2017  
Grafham Water SC
4. **National Series 5** 17<sup>th</sup> & 18<sup>th</sup> June 2017  
Rutland Water SC
5. **National Series 6** 15<sup>th</sup> & 16<sup>th</sup> July 2017  
Royal Norfolk & Suffolk YC
6. **National Series 1** 16<sup>th</sup> & 17<sup>th</sup> September 2017  
Poole YC



Members of the Selection Committee (or their appointed representatives) will be attending the above events in order to make discretionary selections based upon the matrix of criteria listed below.

Helms may not accept an RYA Topper UK Junior or Intermediate Squad place if they have accepted a place in another RYA or Class Squad, except in the case of the 4.2 squad where sailors can be a member of an RYA Zone squad.

### **Scoring**

**“UK Squads Indicator Series”** (with the exception of the ITCA (GBR) 4.2 UK Squad) will be scored by adding the best two overall finishing positions from the three identified National series indicator events plus the overall finishing position from the National Championships. The scores will be counted unaltered, i.e. including all competitors at the regattas.

**“ITCA (GBR) 4.2 UK Squad Indicator Series”** will be scored by adding the best three overall finishing positions from the six identified 4.2 National series indicator events. The scores will be counted unaltered, i.e. including all competitors at the regattas. These event results will be used to create a ranking list.

### **Exceptional Circumstances/failure to attend Indicator events**

The selectors expect sailors to make every endeavour to attend the indicator events in order that they can make objective decisions having seen sailors compete against each other at key events.

Where this is **impossible** sailors may take the opportunity to notify the Selectors of the reasons why and seek dispensation, which will only be granted (retrospectively) in exceptional circumstances. Some examples of exceptional circumstances are: illness or injury which precludes sailing (medical diagnosis should be provided), bereavement or non-transferable academic commitments which directly impact on the grade of a nationally recognised qualification that sailors will be awarded. Gear failure, breakage or the actions of another competitor are not considered exceptional, where appropriate, sailors should seek retribution via the normal processes of the racing rules of sailing.

Sending in a discretionary request does not imply acceptance of the reasons or the granting of dispensation by the selectors. By electing not to attend an event sailors accept the likelihood of negatively impacting on their selection. Sailors are encouraged to seek medical advice and exercise common sense around competing with an illness or injury.

Sailors wishing to notify the Selectors should do so in writing, together with any diagnosis or reasons via the ITCA squads' administrator: [squads@gbrtopper.co.uk](mailto:squads@gbrtopper.co.uk)

### **Discretionary Places**

Discretionary places will be determined by the Selection Committee and may be offered to sailors who:

7. In their opinion have demonstrated the best prospects of progressing to the RYA UK Youth Squads and the most potential to win medals for the British Youth Sailing Team at international competitions in the subsequent years
8. Fall outside the age criteria
9. Fail to achieve automatic selection, possibly (but not exclusively) because they are new to the class, injured, or could not attend all indicator events.

When allocating discretionary places the Selection Committee may take into consideration the following factors:

- Age and potential
- Factors affecting results
- Performance in the Indicator series
- Attitude and behaviour throughout the series and during previous training
- Class ranking list
- Performance in other events
- Goals and aspirations
- Height and weight
- Other factors the Selection Committee considers appropriate.

The Selection Committee may extend the selection process beyond the indicator series.

### **Selection Practice**

For all squad places selectors therefore have the discretion to determine:

- The size of each squad, taking into account the target sizes
- Which of the criteria to take into account
- Who to select

In making their decisions and exercising their discretions Selectors are expected to:

- Use their own expertise and experience
- Rely on their own observations of the competitors, together with the observations made by other individuals, such as class coaches and class representatives

By entering an event or activity that is part of this selection series the competitors agree that the Selectors have such discretions.

### **Additional Sailors**

Additional talented sailors may be invited to train alongside any of the above squads later in the training programme at the discretion of the Selection Committee. This may, but not exclusively, be because existing squad sailors are unable to attend a specific session, or if talented sailors emerge from other programmes later in the process.

### **Selection Procedure (\* see application and selection process diagram at the end of the policy)**

The Topper Class has a wide range of training and competition opportunities to suit all abilities and ages, however this does make the application, selection and acceptance process complex. Therefore, the RYA and the ITCA (GBR) have worked hard to develop the most efficient and clear process.

In 2017 the intention is for Topper sailors to apply only once for a generic Topper Squad place, this means that you do not apply specifically to one or more squads, but that the Selection Committee determine the most appropriate squad for you in light of your ranking, age and ability. Sailors will be



updated as to the status of their application as and when each tier of selection (or phase) is complete via a selection update letter/e-mail.

The 2016/17 Topper Squad selections will take place in two phases:

**Phase One** – Selection of Phase One will take place shortly after the final National Squads Indicator Series events when the following squads will be selected (in order) from this ranking list:

1. RYA UK Junior Squad
2. RYA UK Intermediate Junior Squad
3. ITCA (GBR) National 5.3 Squad

Phase One is expected to be completed by 30 September 2017.

**Phase Two** - Selection for Phase two will take place shortly after the culmination of the RYA Zone Squad indicator events after which the following squads will be selected:

1. RYA Zone Squads, and
2. ITCA (GBR) UK 4.2 Squad

Phase Two is expected to be completed by 14 October 2017.

Please note that due to this process of application for a squad place in 'a Topper Squad' - applicants who are unsuccessful at gaining selection during Phase One Selections, **but** who meet the criteria for Phase Two (RYA Zone and ITCA (GBR) UK 4.2 Squad), will receive a “**selection update**”/decision deferral letter at this point, which advises sailors that they will be considered for either an RYA Zone Squad place and/or an ITCA (GBR) UK 4.2 squad place in Phase Two.

Should sailors not wish to be carried forward, should advise their local RYA High Performance Manager and ITCA squads' administrator at [squads@gbrtopper.co.uk](mailto:squads@gbrtopper.co.uk). To confirm that they do not wish to be considered for a place in the Phase Two selection process for RYA Zone Squads and ITCA (GBR) 4.2 squad.

### **Selection Committee**

The Selection Committee will be made up of the Topper Class Steering Team (or their appointed representatives) which currently consists of:

- RYA Single Handed Pathway Manager
- A RYA High Performance Manager
- ITCA Topper Steering Group Chairman
- ITCA (GBR) Chairman

The RYA Topper UK Junior Squad Head Coach and the RYA UK Intermediate Squad Head Coach will not form part of the selection committee, but will attend the meeting and advise on sailor development and selection.

The RYA Youth Racing Manager may be in attendance as an independent observer.



If a Selector is a parent of a sailor seeking a squad place they will normally seek to find an alternative person to take their place at the selection process and will make a declaration of interest to the committee.

### **Application, Entry Fees and Measurement**

Sailors must be members of the International Topper Class Association (GBR) and should be members of the RYA.

Applications for all the 2017/18 Topper Squads should be submitted on-line between the 1st August 2017 and before the final indicator event for the specific squad, and can be accessed via: <http://www.rya.org.uk/racing/youthjunior/squads/junior/Pages/Selection.aspx>

There will be no additional entry fee for the Topper National Squads Indicator Series.

All boats must conform to the Class Association rules and measurements.

### **Notification**

Applicants will be notified in writing by email as soon as is practically possible after the completion of the final indicator event, usually within 14 days. Successful sailor's names will be published on the RYA website once all attendance confirmation forms/contracts have been returned to the office – it is not our policy to publish this information before this time.

### **Appeals**

There will be no appeals against the published selection criteria or the actions of the selectors, provided they follow the selection criteria. By entering the selection process sailors agree to this condition. The grounds for appeal are limited to allegations of:

- I. Failure to follow due process
- II. Bias/undue influence
- III. Some other misconduct

The criteria for appeal may not include any alleged error of judgement of the Selectors. Should an appeal still arise then it should be submitted to the Racing Manager within five days of the selection being announced. The full Appeals document is available on request from the RYA Racing Operations Manager.

### **Status**

The Royal Yachting Association's (RYA's) policies and procedures are subject to change from time to time, including variations required to comply with Sports Councils' directions on the investment of National Lottery funds.

The RYA reserves the right to amend, supplement and/or discontinue at its absolute discretion, for whatever reason, any or all of its policies and procedures.

### **Sailors who feel they may meet the eligibility criteria for Paralympic competition**

The RYA endeavours to keep those sailors who feel they may ultimately be eligible for the Paralympics within mainstream race and race training programmes for as long as is practically possible, as we consider this the most effective way to facilitate their development. Sailors are then either transferred across to the Olympic programme or the Paralympic programme, or invited to participate in both of them in parallel should this be considered most effective. Sailors or parents who would like further advice or feel they may meet the relevant criteria are encouraged to discuss in more detail with the relevant RYA Manager.

## ITCA and RYA Squad application process

