

WTSF – P.0018v1

WTSF Performance Programme Policy

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1 Introduction

- 1.1 The Welsh Target Shooting Federation Performance Programme (WTSP PP) has been developed to offer athletes a pathway in shooting sports ranging from a thorough grounding in knowledge, understanding, practice and skills of their chosen discipline, right through to international competition at High Performance level.
- 1.2 The WTSP is committed to creating a diverse and inclusive environment and is proud to be an equal opportunity organisation. All qualified applicants will receive consideration for selection without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, genetics, disability, age or any other protected characteristic.
- 1.3 The WTSP PP is intended to facilitate athletes to become better at what they do physically, mentally, technically and tactically, ensuring that safety, well-being and safeguarding, is at the heart of everything we do.
- 1.4 The WTSP PP is overseen on a day-to-day basis by the WTSP Performance Director (PD).

2 Athlete Eligibility

- 2.1 Athletes eligible for the WTSP PP must satisfy at least one of the following requirements:
 - 2.1.1 Having been born in Wales and/or
 - 2.1.2 Having a parent born in Wales and/or
 - 2.1.3 Having a grandparent born in Wales and/or
 - 2.1.4 Having been “continuously resident” in Wales for a period of three years immediately prior to application.
- 2.2 The WTSP PP encompasses all ISSF and Commonwealth Games shooting disciplines in shotgun, air pistol & rifle, small-bore pistol & rifle and full-bore rifle.
- 2.3 The WTSP PP is open to the categories of Men, Women, Junior Men, Junior Women and ParaSport athletes, within the above disciplines.
- 2.4 All applicants for the WTSP PP must be members, (and remain ongoing members) of their respective national shooting associations.

3 WTSP Performance Programme Structure

- 3.1 Please see the Diagram in the Appendix for an overview of the WTSF PP and how it fits in with the British Shooting Performance Programme:
- 3.1.1 The entry level to the WTSF PP (Development Level) is designed for juniors (21 and below) and newcomers to, or novices of, their chosen shooting discipline. Known as “WTSF Development Athletes” or “DAs”, candidates might include youngsters who haven’t been shooting for long, current shooters from other disciplines coming across to the ISSF/Commonwealth Games disciplines for the first time and/or novice shooters with potential, looking for qualified guidance. This course is not designed for absolute beginners or those seeking to “Have A Go”.
 - 3.1.2 The mid-level of the WTSF PP (Potential Performance) is designed for more experienced shooters that are already able to demonstrate they can achieve performance elements of a Minimum Consideration Standard. The MCS requirements are reviewed each year and will be listed on the website when the Application Form is posted. These “Potential Performance Athletes” or “PPAs” may have come through the Development Level of the WTSF PP, but it is not essential.
 - 3.1.3 The top level of the WTSF PP is designed for elite athletes with proven performances (now or soon expected) at ISSF/Commonwealth Games International Level. These “High Performance Athletes” or “HPAs” will be made up only of athletes who can achieve the required standard, they will not simply be the highest ranked Welsh shooters. (See High Performance Policy document for further information).
- 3.2 It should be noted that finishing one level of the pathway does not mean athletes naturally graduate to the next level on the WTSF PP. Each level has its own entry requirements which must be achieved before application can be considered.
- 4 Duration**
- 4.1 Ongoing inclusion at all levels of the WTSF PP, is considered to last for 2 years but will be subject to twice-yearly reviews of progress and performance by the PD.
 - 4.2 Once an athlete has completed the Development Level of the WTSF PP, they will not be considered for that level of programme again unless there are compelling, extenuating circumstances.
 - 4.3 There may well be grounds for granting PPAs and/or HPAs a further 2 year period/s of inclusion on the WTSF PP, if Athlete Performance Data (APD) supports this.

5 Athlete Benefits of Membership of the WTSP Performance Programme

5.1 Development Level

- 5.1.1 Development Athletes (DAs) are offered up to twelve group sessions across the two-year period, with a WTSP Discipline Coach.
- 5.1.2 These sessions will be drawn from the WTSP Development Curriculum. These are pre-planned sessions designed to give each member a thorough grounding in the following areas; range safety; gun fit; equipment; warm-up routines; off range exercises; shooting technique; competition preparation; competition etiquette; anti-doping; health & fitness; nutrition and hydration; rules and regulations; drawing up a development plan, etc.
- 5.1.3 Coaching, targets and range hire will be supplied and paid for by the WTSP for the defined group sessions, any other costs must be met by the Athlete.
- 5.1.4 There may be opportunities for DAs to attend events, as part of a WTSP Organised Event but attendance will need to be entirely self-funded by the Athlete.
- 5.1.5 Athletes completing the programme will be awarded a Certificate of Completion which details an attendance percentage ie. How many sessions were attended.
- 5.1.6 Every effort will be made to assure forward notice of each session and for the most part they will be delivered on weekend days and always at a recognised Registered shooting grounds and ranges within Wales.

5.2 Potential Performance Level

- 5.2.1 Potential Performance Athletes (PPAs) will receive a more bespoke package designed for their individual needs. This will include up to 12 sessions with a Discipline Coach across the two-year period. Coaching, targets and range hire will be paid for by the WTSP, any other costs must be met by the Athlete.
- 5.2.2 Each PPA will have a Development Plan (DP) created in conjunction with the Coach.
- 5.2.3 There may be opportunities for PPAs to attend events as part of a WTSP Organised Event.

- 5.2.4 PPAs may also receive some financial help for certain international events. (This must be applied for using the PPA Funding Application Form in the Appendix).

6 Athlete Obligations

- 6.1 Each WTSF PP Athlete must sign and abide by the WTSF PP Code of Conduct before any inclusion onto the Programme can be enabled (see Appendix 6).
- 6.2 Each WTSF PP Athlete will be expected to keep and submit Athlete Performance Data (APD) as directed and ratified by their Coach on the appropriate WTSF ADP Forms. (See Appendix)

7 Application to the WTSF Performance Programme

- 7.1 In the Autumn of each year, the WTSF will publish an offer for athletes to complete an application form (see Appendix) if they wish to be considered for a place on the WTSF PP.
- 7.2 Successful applicants will be informed by the WTSF Performance Director by email, if they have been successful or not.

8 Appeals Process

- 8.1 Please see Appendix 1 for the Appeals Process.

APPENDIX 1

1 Appeals Process

1.1 Defined Terms:

Appeals Committee	Consists of the Arbitrator plus two independent members appointed to hear the appeal
Appellant	The athlete lodging the appeal
Arbitration	The process by which an appeal is adjudicated
Arbitrator	Person in charge of the arbitration
Commencement Date	Confirmed date of receipt of a Notice of Appeal
Hearing	Consideration process of the Notice of Appeal
Notice of Appeal	Written submission of Appeal
Parties	All those involved with the Appeal
Response	The written response of the WTSP to the Notice of Appeal
WTSP	Welsh Target Shooting Federation

2 Introduction

- 2.1 This appeals process is only for athletes who wish to appeal against their non-selection for a place on the WTSP Performance Programme.
- 2.2 The parties agree to exclusively submit any dispute concerning any matter connected with or arising from the selection policy to binding arbitration.
- 2.3 The Appeals Procedure will be conducted by the Arbitrator, appointed by the WTSP, who will be the WTSP Company Secretary.
- 2.4 The Parties agree that they will not commence, continue, or maintain any legal challenge to any matter falling under the authority of this Procedure, to any court of law or any other dispute resolution procedure.
- 2.5 The outcome of the Arbitration shall be final and binding.

3 Appeals Submission by the Appellant

- 3.1 An athlete (the Appellant) may appeal against the decision of the WTSP, not to select them for inclusion onto the WTSP Performance Programme.

- 3.2 Any appeal against the decision(s) must be submitted in writing to The Chairman, C/O Welsh Target Shooting Federation Office, Sports Council of Wales, Sophia Gardens, Cardiff, CF11 9SW or *email address? For expedience*
- 3.3 Notice of Appeal must be received no later than five working days after notice of non-inclusion is sent*.
- 3.4 The Appellant shall lodge any appeal in writing (Notice of Appeal). The Notice of Appeal should set out, in full:
- 3.4.1 The contact details for the Appellant
 - 3.4.2 The basis on which the Appellant wishes to appeal
 - 3.4.3 The remedy sought
- And be accompanied by:
- 3.4.4 All relevant documentation the Appellant wishes to rely on, in support of the Appeal.
 - 3.4.5 A £50 non-refundable deposit to cover the initial costs of administration
 - 3.4.6 A cheque for £200 for a written submission or a cheque for £400 for an oral submission. (Cheques will be held until the Arbitration is complete – please see below for further details of costs)
- 3.5 If the Appellant requires an oral submission, then that must be requested within the Notice of Appeal.

4 Costs

- 4.1 The costs of any appeal will be met as follows (excluding the £50 non-refundable administration charge):
- 4.1.1 WRITTEN SUBMISSION

Successful Appeal	£100
Unsuccessful Appeal	£200
 - 4.1.2 ORAL SUBMISSION

Successful Appeal	£200
Unsuccessful Appeal	£400

4.2 Where an Appeal has been heard by way of an oral submission at the direction of the Arbitrator, then the contribution payable will be the same as a written submission.

4.3 Cheques will be held by the WTSF until Arbitration is complete. In the event of a successful appeal, the Appellant's cheque will be returned, and a new invoice generated, at the rate for a successful appeal as noted above. In the case of an unsuccessful appeal, the cheque will be banked by the WTSF.

5 Commencement Date

5.1 Once a Notice of Appeal has been received by the Chairman of the WTSF, confirmation of receipt will be made to the Appellant.

5.2 Twelve o'clock midday on the day of the confirmation of receipt, will be considered the Commencement Date for the appeal.

6 The Arbitrator and the Appeals Committee

6.1 The Arbitrator will appoint a committee of two additional independent members to form the Appeals Committee.

6.2 The Appellant may challenge the appointment of the Arbitrator and/or the appointed Appeals Committee Members, where there are justifiable doubts as to their impartiality or independence or where the party raises a material objection. Such a challenge must be made in writing to The Chairman of the WTSF within two working days of the Appellant being notified of the appointments.

6.3 The WTSF Board shall decide on the validity of the challenge within two working days. The decision of the WTSF Board shall be final. Any replacement Arbitrator and/or Appeals Committee Member/s, shall be appointed by the WTSF as appropriate.

7 The Response

7.1 The WTSF shall have three working days to make its own written response to the Notice of Appeal (The Response). At this point the WTSF may inform athlete(s) whose selection maybe impacted by a successful appeal. These athletes may request to become party to the Appeal.

8 Hearing

8.1 The Appeal shall be heard by way of written submissions unless the Appellant requests an oral submission at the time of giving Notice of Appeal or the Arbitrator so

directs. Such a hearing shall take place on a date and at a place to be determined by the Arbitrator normally within seven working days of the Notice of Appeal being received and no later than (* for particular event). The hearing shall take place in private.

- 8.2 The Arbitrator may give such directions as he deems appropriate regarding the arrangements for, and the conduct of, the Hearing.

9 Decision

- 9.1 Where the Appeal is considered by way of a written submission, the Arbitrator shall give the written decision within three working days of the WTSP's Response being received.
- 9.2 Where the Appeal is considered by way of oral hearing, the Arbitrator shall give the written decision within three working days of the Hearing.
- 9.3 The Arbitrator may publish the written decision after it has been received by the Parties.
- 9.4 The decision of the Arbitrator shall be final and binding on all Parties.

APPENDIX 2

Defined Terms

APA	Athlete Personal Award
APD	Athlete Performance Data
BS NAP	British Shooting National Academy Programme
BS WCPP	British Shooting World Class Performance Programme
DP	Development Plan, this document will outline aims and objectives, training plans and competition goals. It is a working document.
HPA	High Performance Athlete
MCS	Minimum Consideration Standard
PPA	Potential Performance Athlete
WTSF	Welsh Target Shooting Federation
WTSF Organised Event	An official event (sometimes abroad) where the WTSF might take athletes from the WTSF PP for competition experience
WTSF PP	Welsh Target Shooting Federation Performance Programme

APPENDIX 3

Overview of the British Shooting Performance Programme and the WTSF Performance Programme

It is possible for Welsh Performance Athletes to be represented at any one level, on this overview of the British Shooting Performance Programme and the WTSF Performance Programme:

<u>Name of Programme</u>	<u>Purpose of Programme</u>	<u>What is offered & By Whom</u>
British Shooting World Class Performance Programme (BS WCPP)	Preparing athletes for World and Olympic events	<u>British Shooting</u> APA Coaching support Sports Science & Medical support
British Shooting National Academy Programme (BS NAP)	Preparing athletes for BS WCPP (it is noted that some Welsh athletes may decline invite from BS NAP. This will not affect participation in the WTSF High Performance Programme)	<u>British Shooting</u> Some funding Coaching support Competition support Sports Science & Medical support
WTSF High Performance Programme	To support athletes with genuine CG medal potential that are not eligible for BS NAP but that meet all the WTSF HP criteria	<u>WTSF</u> TSG Award Coaching support Competition support Sports Science support, if required at WTSF Cost)
WTSF Potential Programme	To support athletes attempting to progress to BS NAP and/or WTSF High Performance	<u>WTSF</u> Coaching support Possible competition support
WTSF Development	To support juniors and newcomers	<u>WTSF</u> Coaching support

APPENDIX 4

Potential Performance Athlete (PPA) Funding Application Form

This form should be completed by any Potential Performance Athlete requesting funding to support attendance at an International Event.

Name:

Email Address:

Title of International Event:

Venue of International Event:

Dates of International Event:

Class/Discipline/s to be entered eg. Olympic Trap, 3x20, 10M Air Rifle etc.

Total Travel Costs: (please attach quotations if available)

Total Accommodation Costs: (please attach quotations if available)

Total Entry Cost: (please attach quotations if available)

I confirm that the information provided is correct and kindly request the WTSP to consider making a financial contribution towards my expenses for this event.

Signed

Date

Please submit this completed form (with any attachments) to the WTSF Performance Director *Email address

**It should be noted that any financial contribution granted will be dependent upon such finance being available and entirely at the discretion of the WTSF Performance Director.
GDPR Disclaimer***

5 WTSF Athlete Performance Data Form

2021 season	Event details	Location	Date(S)	Maximum possible score	Score	Placing	Finalist (Y/N)	MCS (Y/N)	Athlete Signature	Wales Coach Signature
ISSF events represented GBR										
1	e.g World cup	Italy, Lonato	09/07/2021	125	121	5th	Y	Y		
2										
3										
4										
5										
6										
WTSF events representing Wales										
1										
2										
3										
4										
5										
6										
International events & Grand Prix										
1										
2										
3										
4										
5										
6										
National events & Grand Prix										
1										
2										
3										
4										
5										

Add additional event slots, as necessary.

GDPR Disclaimer*

APPENDIX 6

WTSF Performance Programme Application Form

APPLICATION FORM FOR DEVELOPMENT/PERFORMANCE POTENTIAL LEVEL

Full Name:

DOB:

Address:

Email address:

Tel No/s:

Which level of the WTSF PP do you wish to apply for? ie. Development or Performance Potential?

Please list which of these statements apply to you:

- a) I was born in Wales;
- b) My parent/s were born in Wales;
- c) My grandparent/s were born in Wales;
- d) I have lived in Wales for the last 3 years and still do.

What is your current shooting category? (Men, Women, Junior Men, Junior Women or ParaSport)

If you qualify for the ParaSport category, are you a sitting or standing competitor?

Do you compete in Shotgun, Air Rifle, Air Pistol, Smallbore or Fullbore?

Which discipline/s do you shoot? Eg. 3P, Olympic Skeet, 10m Air Pistol etc.

Please write a few lines to tell us about your shooting career to date. Please include how long you have been shooting, how much experience you have and what you'd like to achieve. (If you are applying for a place on the Performance Potential Level then please attach a copy of your Athlete Performance Data as evidence of attainment):

Please give us the details of an adult to be contacted in the event of an emergency:

Name:

Relationship to the Athlete:

Daytime Tel No/s:

I confirm that I am a current member of my relevant Shooting Association and I understand that I must remain a current member to retain any place on the WTSP PP (please give the Association Name and your membership number):

I understand that if chosen to join the WTSP Performance Programme, I will be expected to sign and abide by the WTSP Athlete's Agreement and Code of Conduct.

I understand that by submitting this application, I agree to the terms of selection as laid out in the WTSP Performance Policy Document.

Signature of Athlete:

Date:

If Athlete is below the age of 18 at date of signing, we also require the signature of a legal guardian or parent:

Name of Legal Guardian or Parent:

Signature of Legal Guardian or Parent:

Date:

GDPR Disclaimer*

APPENDIX 7

Welsh Target Shooting Federation Performance Programme Athlete Code of Conduct

1 Defined Terms

ISSF	International Shooting Sports Federation
UKAD	United Kingdom Anti-Doping
WADA	World Anti-Doping Agency
WTSF	Welsh Target Shooting Federation Ltd.

2 Introduction

- 2.1 All Athletes offered a place on the Welsh Target Shooting Performance Programme, must read, understand and sign this document and agree to adhere to all the terms and conditions contained herein.
- 2.2 This document should be downloaded from the WTSF Website, signed, dated and returned to the WTSF Performance Director. It is recommended that a copy is also saved by the athlete for their information. Where the athlete is under 18 years of age at the date of signing, then the Code of Conduct will also need to be counter-signed by the athlete's parent or legal guardian.
- 2.3 Any WTSF PP place is conditional upon the receipt of the signed form as above.

3 Anti-Doping

- 3.1 The Athlete hereby agrees to abide by the ISSF Anti-Doping Regulations, WADA Regulations and UKAD regulations and agrees to undertake any anti-doping training and/or testing as required.

4 Behaviour

- 5.1 No Athlete under the age of 18 will consume alcohol, at any time, whilst representing the WTSF or under the care of WTSF Staff.
- 5.2 All Athletes that are of age must abstain from alcohol during WTSF PP sessions and should not arrive at WTSF PP sessions hung over.
- 5.3 All Athletes will conform to the letter of the law at all times.

- 5.4 Athletes may not smoke or vape except in denoted areas of the shooting ground or training facility.
- 5.5 The Athlete agrees to give due consideration to the physical and mental well-being of other team members and staff at all times.
- 5.6 All athletes will behave in a manner conducive to their position on the WTSP PP and as directed by the WTSP Representative.

6 Disclosure

- 6.1 The Athlete agrees to disclose any illness, injury or medical condition that may prejudice their ability to participate in the WTSP PP without delay.

7 Disclaimer

- 7.1 The Athlete understands that they take part in training, practise and competitions at their own risk and the WTSP is not liable for damage to property and/or for personal injury.

8 Responsibilities

- 8.1 The Athlete agrees to take reasonable care of any personal equipment supplied to them whilst they are a member of the WTSP PP and to come to sessions with appropriate kit and clothing as required.

9 Membership of Respective Shooting Association

- 9.1 The Athlete must be a member of a respective Shooting Association, that provides third party liability insurance. If any athlete is found to have allowed their membership to have lapsed, they risk exclusion from the WTSP PP. (Any scores submitted for consideration toward selection that were made during the period an Athlete had become a lapsed member of their Association, will be considered null and void).

10 Summary Obligations

- 10.1 The Athlete agrees to abide by the following obligations:
 - 10.1.1 To observe and comply with this Code of Conduct.
 - 10.1.2 Be subject to the reasonable control, management and directions given by the WTSP Representative.

- 10.1.3 To conduct him/herself in such a manner to obtain and maintain the best possible physical fitness and health in order to carry out their responsibilities to the WTSP PP to the best of their ability.
- 10.1.4 To conduct him/herself in a proper manner at all times so as not to bring themselves, the WTSP or fellow athletes into disrepute.
- 10.1.5 To respect the spirit of fair play and non-violence.
- 10.1.6 To respect the authority of officials and the rights of supporters, spectators and members of the public.

11 Breach of Code of Conduct

- 11.1 The athlete understands that any breach of this agreement implies less than 100% commitment and this could lead to withdrawal of support or loss of a place on the WTSP PP.
- 11.2 In the event of seriously unacceptable behaviour, the WTSP representative may deem that the athlete be excluded from the WTSP PP.
- 11.3 Breaches of this Code of Conduct will be dealt with in the first instance by the WTSP representative who will supply a written report of the circumstances to the WTSP PD at the earliest opportunity. The PD will then consider if further disciplinary action is necessary.
- 11.4 The WTSP may invoke its Disciplinary Procedure (See WTSP Disciplinary Procedure for further information).

12 Athlete's Acceptance and Acknowledgement

- 12.1 *I have read this Code of Conduct and understand that I am required to sign this agreement and abide by its contents as a condition of accepting and holding a place on the WTSP PP.*

I hereby accept the invitation to take up a place on the WTSP PP and agree and accept all aspects of the Code of Conduct.

Athlete's Full Name:

Athlete's Signature:

Date:

- 12.2 If the above athlete is under 18 years of age at the date shown above, a Parent or Guardian must also sign, date and complete the following acknowledgement:-

I acknowledge that I have read and understood the above terms and accept the said conditions of the Athlete's Code of Conduct:-

Parent/Guardian's Full Name:

Parent/Guardian's Signature:

Date:

Please state your relationship to the Athlete (ie. Parent/Guardian):