



SOUTHERN GAUTENG HOCKEY ASSOCIATION

HP SELECTION POLICY

DRAFT

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1. INTRODUCTION AND PURPOSE

- 1.1. The purpose of this document is to set out the structure, policies and guidelines for SGHA team selections.
- 1.2. The effective functioning of a selection committee is key to the success of any SGHA hockey teams selected for participation in national or regional tournaments. All selection committees operate under the sponsorship of the HP Portfolio Head. Selectors are expected to carry out their responsibilities with utmost integrity. They must at all times be free from any influence, in fact, they must be seen to be free from influence in the performance of their duties. Selectors should not attempt to satisfy or account to anyone other than their sponsors.
- 1.3. Transformation is a national strategic imperative in our country and is a fundamental tenet in the vision and strategy of SGHA. It is expected that the selection committee will play its role in ensuring that transformation targets as communicated by SAHA from time to time are achieved.

2. SELECTION COMMITTEE STRUCTURE

- 2.1. SGHA will call for selection committee nominations sufficiently in advance of trials.
- 2.2. In the absence of an adequate response, SGHA will approach suitably qualified and experienced individuals. Selectors should have previous experience, typically either as a player or a coach, equal to or higher than the level of competition and standard of hockey for which the team is being selected.
- 2.3. A selection committee shall, as far as practicable be constituted to ensure the fairest consideration of all players in terms of the process applied as well as criteria utilised for selection.
- 2.4. The selection committee reports via the convener to the HP Portfolio Head while liaising with the General Manager for operational requirements.
- 2.5. The ideal size of the selection committee will comprise of 3 to 5 voting members including the coach(es) of the team(s) to be selected and an independent Convenor. Unless the HP Portfolio Head is a coach, the HP Portfolio Head should not be a selector. If required the Convenor shall determine the appropriate number of selectors.
- 2.6. A Convenor that is independent is free from any bias based on an existing, close relationship with a trial player(s). Examples include inter alia, a family relationship, current club coach or current employer or employee. In instances where this situation cannot be avoided, to ensure the integrity of the selection process:
 - 2.6.1. All other election committee members must be made aware, and
 - 2.6.2. The Convenor will not offer any opinions and recommendations regarding the player concerned and also may not vote for the player if voting is required. Team managers and members of the provincial executive committee are invited to attend trials as observers.
- 2.7. The committee may choose to have due regard to the views of senior players, team managers, goalkeeper coaches or other third parties who are entitled to freely indicate their preferences in selection. However, it is the selection committee that decides on players selected.
- 2.8. Once a team or squad has been selected, any changes thereto must be agreed to by the selection committee (meeting in person not necessary).

3. SELECTOR RESPONSIBILITIES

- 3.1 The General Manager ensures that all potential players are included in communications in an appropriate manner and that amongst others, the following information is communicated timeously to players:
 - 3.1.1 Dates, venues and times of trials, including any changes made to an initial schedule.
 - 3.1.2 Player exemption requirements (where a player is unable to make a trial date).
 - 3.1.3 Tournament dates and related logistics including travel requirements and budgeted costs.

- 3.1.4 Player withdrawal terms.
- 3.1.5 Payment policy (for cost of tournament, etc.).
- 3.2 All selectors must understand and adhere to the initial directions received from the General Manager regarding selection requirements, deadline dates and the process to be followed.
- 3.3 Selection committee members must ensure that their recommendations are soundly based, and are sufficiently documented so that the basis of their recommendation is clear in terms of:
 - 3.3.1 the process, and
 - 3.3.2 the criteria utilised.
- 3.4 The General Manager ensures that an administration resource is available to support selectors:
 - 3.4.1 in the management of the trial process and
 - 3.4.2 the documentation of the trial process.
- 3.5 Selectors are responsible for ensuring that if there is any appeal on any selection made, that there is sufficient written evidence available to support 3.3 above.
- 3.6 The Convenor is responsible for the functions of the selection committee and the manner in which selections are conducted. They should ensure that:
 - 3.6.1 Continuity of selection occurs, from first trial to final team announcements.
 - 3.6.2 At each stage of the selection process, each committee member makes an independent assessment in the first instance, and ensures that members whose assessment is in the minority are able to freely share their views.
 - 3.6.3 All communications between the selection committee and players be conducted through the Convenor.
 - 3.6.4 Every player receives a fair opportunity to play at trials.
 - 3.6.5 The General Manager is kept up to date in terms of progress of trials including raising any issues or risks.
 - 3.6.6 The General Manager liaises with the HP Portfolio Head as appropriate in particular in relation to any issues or risks surfacing.
- 3.7 If necessary the selection of a player may require a majority vote. In instances where there is a deadlock, the coach of that team, as a selector is given the deciding vote. In the absence of the coach of that particular team, as a selector, the Convenor is given the deciding vote, provided the Convenor is independent.
- 3.8 Selection committee members may be called upon to substantiate their recommendations or decisions and to demonstrate that the selection process and criteria used were fair. Therefore it is expected that the necessary documentation (selection sheets) is maintained and made available on request by the General Manager or HP Portfolio Head.

4. SELECTION CRITERIA

- 4.1 National and provincial transformation requirements must be adhered to.
- 4.2 Players not able to make a trial date(s) must apply in writing to the Convenor for exemption. The request for exemption must include the reasons for exemption. Selection committee members will decide whether to provide exemption or not on a case by case basis.
- 4.3 School going hockey players may participate in any trial process. School going hockey players U18 or younger will only be considered for A team selection.

5. SELECTION CONCLUSION

- 5.1 Any player that wishes to object or appeal selection decisions made should raise their concern in writing to the Convenor. The Convenor is required to respond in writing to that player, having consulted with their selection committee members if necessary.
- 5.2 A player may appeal the decision of the Convenor by raising their concern in writing to the HP Portfolio Head. Due to time constraints inherent in selecting a team for tournament participation, the decision of the HP Portfolio Head is final.
- 5.3 Final team lists with the necessary details must be made available by the Convenor to the HP Portfolio Head for approval.
- 5.4 Once satisfied, the HP Portfolio head will present the team lists to the President for ratification.
- 5.5 Selection announcements are the responsibility of the General Manager.