



Canadian Fencing Federation Policy Document

Athlete and coach selections made with subjective criteria or a mixture of objective and subjective criteria

RATIONALE

With the growth of the high performance programme and the employment of full time coaches, the demands placed upon both athletes and personal / assistant coaches has increased. The performance of these individuals in these changing conditions is often evaluated using subjective criteria. Subjective criteria can and will be used in a well defined manner and within a transparent selection process. This policy outlines minimum expectations for this process.

POLICY STATEMENT

- In any situation where only subjective or a mixture of subjective and objective evaluation data is used to make choices (selections), the process will be documented and communicated as follows:
- A grid of the subjective criteria including a ratings guide for each criterion will be distributed to all affected parties (coaches and athletes) and made available to the CFF Board prior to any situation where such criteria will be used. Criteria that will be used in a repeated manner can be circulated once prior to first use and it must be indicated that these criteria will be used in other situations.
- For each and every time the criteria are applied, and an individual evaluated, a written copy of the evaluation shall be copied to the designated athlete or coach, as well as being placed in a designated folder on the CFF ShareFile system. The original shall record the name and signature of the evaluating coach. In situations where the evaluations leads to an athlete or coach not being selected for an event, it should be clear from the written feedback what the individual must work at to improve their evaluation. In the case of an athlete, this information must also be shared with their personal coach.
- A list of selected athletes and coaches for any given HP project must be distributed to each athlete or coach and the personal coaches for each athlete. The CFF Board must also receive a copy.

RESPONSIBILITIES

- The HPD is responsible for ensuring that the process is documented and is completed in a timely manner.
- The National Coach is responsible for making the selection and completing the evaluation and discussing the outcomes with each athlete as required. Each athlete and personal coach should receive a written summary of this discussion.

Adopted: By the CFF Board of Directors, 25th May, 2010