

**KEY of TERMINOLGY:**

*“Athlete”* is the term used throughout this policy for riders who are selected onto the World Class Programme.

*“Athlete Performance Award”* (APA) is a financial award paid directly to an athlete which is calculated against an identified performance standard which is solely funded by National Lottery income. This is paid directly to the athletes and contributes to their living and sporting costs.

*“British Olympic Association”* means the National Olympic Committee for the United Kingdom.

*“British Paralympic Association”* (BPA) means the National Paralympic Committee for Great Britain.

*“British Equestrian Federation”* (BEF) is the National Governing Body and is also referred to as *“British Equestrian”*.

*“Federation Equestre Internationale”* (FEI) is the international governing body of equestrian sport.

*“Independent Chair”* means a person appointed by the BEF to ensure the Selection process is rigorous, fair, reliable, and consistent and who is judged to have the strength of character and integrity to remain unaffected by circumstances that, in theory, could compromise the process.

*“International Olympic Committee”* (IOC) is the supreme authority of the worldwide Olympic movement.

*“Member Body”* (MB) means the relevant National body for an Olympic or Paralympic equestrian discipline i.e., British Dressage, British Eventing or British Showjumping as the case may be and “MBs” shall be construed accordingly.

*“Performance Director”* (PD) means the World Class Programme Performance Director of the BEF or an alternative nominated by the Chief Executive of the BEF.

*“Panel”* mean the external Technical Advisors, WCP Staff and other BEF personnel who have a selection vote (see Point 16.1).

*“Programme”* means, for the purpose of this policy, the Podium or Podium Potential Squad which is part of the WCP within the Equestrian Performance Pathway

*“Senior Leadership Team”* (SLT) means the World Class Programme SLT which works with Performance Programme athletes and staff to set, monitor and revise the strategy to drive up levels of performance.

*“Stakeholders”* means the Member bodies of the relevant National body of the Olympic or Paralympic equestrian discipline and UK Sport.

*“Squad”* means the group of riders as identified by their level within the Equestrian Team GBR Performance Pathway: Podium, Podium Potential and Podium Potential Pathway

*“UK Sport”* (UKS) is the nation's high-performance sports agency. Its mission is to work in partnership to lead sport in the UK to world class success at Olympic and Paralympic games.

*“World Class Programme”* (WCP) means the BEF World Class Programme which is within the BEF portfolio and Equestrian Team GBR Performance Pathway and is funded by the National Lottery and Government Exchequer through UK Sport.

*“World Class staff”* (WC staff) means the Performance Managers, Pathway Managers, Coaches, Sport Science Staff (both human and equine), Head of Performance Pathways as appropriate.

## INTRODUCTION

- 1. Aim.** This document sets out the policy for selection of athletes for the World Class **Podium & Podium Potential** Programme. It includes criteria for athlete eligibility, minimum performance standards and the assessment, selection, and confirmation process. As a consequence of being selected, athletes are also eligible to apply for a UK Sport Athlete Performance Award (APA) at Equestrian **APA Levels A+ to D2 level** (see [Appendix 2](#)).

This policy has been written in consultation with UK Sport and is complementary to the selection policies for the World Class **Podium Potential Pathway** Programme (which are issued separately).

- 2. Background.** British sport is receiving unparalleled investment from the Government and National Lottery. It is therefore essential that all sports operate with the highest level of integrity and professionalism to maintain funding streams in the future.
- 3. The World Class Programme.** Funded by UK Sport since 1998, Podium Potential is part of the World Class Programme (WCP) which is within British Equestrian's (BEF) portfolio.
  - 3.1.** The WCP's vision is to be the leading Olympic and Paralympic nation; succeeding through a value driven programme founded on equality, diversity, and an ethical culture.
  - 3.2.** The WCP's mission is to enable our athletes to fulfil their potential in Paris 2024 by providing an inclusive and supportive performance programme that enables staff to provide optimal support and establishes a solidly founded cultural legacy for the future.
  - 3.3.** The WCP's approach is to achieve excellence in everything we do, from meeting challenging performance targets, to managing ourselves to the highest professional standards on and off the field of play.
- 4. Podium and Podium Potential Objective.**

- 4.1.** The Podium Programme objective is to provide our medal winning riders with the best possible preparation to represent Great Britain at Olympic/Paralympic and World Championships.
- 4.2.** The Podium Potential Programme objective is to identify, support and develop athlete/horse partnerships who demonstrate the potential to deliver medal winning performances on the world stage at Senior Championship level for GBR in the future.

- 5. Policy Guidelines.** This policy is underpinned by UK Sport 'good practice' guidelines for selection policies which state that a selection policy should:
  - 5.1.** Be effective i.e., select the 'best' athletes, or more importantly those most likely to deliver the required result for the Programme.
  - 5.2.** Be seen to be fair, justified and without bias.
  - 5.3.** Give athletes a clear and consistent understanding of what is expected of them to merit consideration for selection.
  - 5.4.** Include communication with athletes to ensure they understand the process.
  - 5.5.** Provide stakeholders with a clear reference for how decisions are reached, the criteria used, and the procedures followed and where, if at all, discretion has or will be used.

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- 6. Caveat.** The Programme is subject to the continuation of funding from UK Sport. Should funding levels be altered then amendments may have to be made to the current Programme structure; this could include adjustment to athlete numbers, reductions in UK Sport APA levels ([see Para. 29](#)) and other support provided.
- 7. Athlete Guidelines.** Athletes joining the Programme will be required to act in accordance with International and National Rules, Regulations and Byelaws, Codes of Conduct and such other policies and reasonable instructions as provided by the BEF. In particular, as an elite athlete in receipt of public funds, athletes will be required to recognise and acknowledge that they will be expected to act with integrity at all times and to conduct themselves in a manner that does not bring themselves, the sport, BEF, funding partners or sponsors into disrepute. Athletes will also need to demonstrate an ongoing commitment to achieve future medal-winning performances on the world stage and full engagement with the WCP's policies and staff.
- 8. Conflict of Interest.**
- 8.1.** To protect the integrity of the selection process members of the Panel, both voting and non-voting, shall not take any measure nor exercise any influence in relation to a matter where any conflict of interest or any other conflict exists or is perceived to exist. Members of the Panel must therefore take all reasonable steps to avoid situations where there may be a potential conflict of interest, whether that is a real or perceived conflict of interest.
  - 8.2.** The Independent Chair will be responsible for proactively addressing and managing all conflicts of interest amongst members of the Panel on a regular basis and throughout the selection process.
  - 8.3.** A register of interests will be maintained by the PD, the details of which will be supplied to the Independent Chair as and when any new conflict of interest is registered and prior to the commencement of the selection process.
  - 8.4.** Every member of the Panel will be required to declare any potential or perceived conflict of interest as soon as it arises and may not participate in, or influence, any decision or vote on any issue connected to the conflict.
  - 8.5.** If a member of the Panel has a conflict of interest (whether in relation to any athlete who may be eligible for selection under this Policy, or otherwise) then that individual must step down from discussions involving the conflict. Alternatively, they may be asked to withdraw for the entire portion of the meeting regarding the actual selection discussion as directed by the Independent Chair.
- 9. Selection Policy Objectives**
- 9.1.** To set clear eligibility criteria including Minimum Performance Standards to be considered for selection onto Podium and Podium Potential.
  - 9.2.** To set a clear selection process compliant with the principles set out at Paragraph 5 above.
  - 9.3.** To assist UK Sport in determining the appropriate APA for athletes selected and nominated by British Equestrian.
- 10. Time Period.** The Programme cycle to which this Selection Policy applies is 1<sup>st</sup> November 2023 – 30 November 2024 (the "Programme Cycle"). Where athletes have a current nomination for a funding award longer than one year, based on achieving A or B level criteria, this selection process will be used to ensure the athlete is still on a trajectory to achieve Senior Championship Medals.

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**11. Selection Process.** The Selection process is as set out in [Appendix 1](#) and will take into consideration the following factors:

- 11.1.** Achievement of and eligibility for the Minimum Performance Standards as set out in [Appendix 2](#).
- 11.2.** The athlete and/or athlete/horse combination Performance Profile as set out in Paragraph 15.
- 11.3.** Any other evidence of future performance delivery/progression presented during the selection process.

There is a six-stage process that will be applied to select athletes to the 2023-2024 Podium and Podium Potential Squad:

- 1. Athlete Eligibility.**
- 2. Achievement of a Minimum Performance Standard.**
- 3. Evaluation of the Athlete's Suitability for Inclusion onto the Programme.**
- 4. Final Selection.**
- 5. Nomination of the selected Athletes to UK Sport for an APA.**
- 6. Confirmation of acceptance of nominated Athletes by UK Sport.**

The timeline that applies to this six-stage process is detailed in [Appendix 1](#).

#### **Stage 1: Athlete Eligibility**

**12.** Before consideration for selection onto the Programme for Podium Potential, or for an APA, an athlete must first satisfy the following requirements:

- 12.1.** be eligible to compete for Great Britain & Northern Ireland in international competitions and be eligible to compete for Great Britain at an Olympic or Paralympic Games and satisfy the eligibility requirements of the IOC, BOA, BPA, FEI and UK Sport's Eligibility Policy;
- 12.2.** hold a current British passport;
- 12.3.** be a full member of the relevant MB for the discipline they are applying;
- 12.4.** not be serving a competition ban as a result of a doping or controlled medication violation, or other breach of ethical conduct, nor be in receipt of a funding ban from UK Sport;
- 12.5.** sign an Athlete Agreement with BEF.

#### **Stage 2: Achievement of a Minimum Performance Standard**

**13.** The Minimum Performance Standards for Selection are set out in [Appendix 2](#).

- 13.1.** An athlete must meet the Minimum Performance Standards set out in [Appendix 2](#) to be considered for selection.
- 13.2.** It is the athlete's responsibility to ensure that the Minimum Performance Standards are achieved within the stated timeframes set out in [Appendix 1: Selection Process](#).

**N.B: The achievement of the Minimum Performance Standards does not guarantee selection onto the Programme. There are a limited number of APA places and reaching the Minimum Performance Standards only enables an athlete to proceed within the selection process.**

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**Stage 3: Evaluation of the Athlete's Suitability for Inclusion onto the Programme.**

**14.** If an athlete/horse combination fulfils the requirements set out in **Stages 1 and 2** of the process the WCP will undertake a Performance Profile of the Athlete to ensure:

- 14.1.** the athlete's performance is of an international standard that demonstrates continuing or future Senior medal winning potential;
- 14.2.** the athlete is at an appropriate developmental stage to benefit from inclusion on the WCP programme;
- 14.3.** the athlete will contribute positively to the performance and environment of the WCP;
- 14.4.** the WCP is the best placed 'resource' to support the athlete's performance development;
- 14.5.** the WCP is best placed to support the athlete's and/or athlete's horse's development to fulfil the Podium programme objective OR Podium Potential programme objective as appropriate.

**15. Performance Profile:** An athlete achieving the Minimum Performance Standards to be considered for selection onto the Podium or Podium Potential Squad will be Performance Profiled throughout the selection process. The Performance Profile will be undertaken by personnel appointed by the PD and will be known as the "Panel". The Panel will be led by an Independent Chair, also appointed by the PD, to ensure the process is always delivered in a fair and consistent manner. The Panel will carry out the evaluation of the athlete's suitability for inclusion on to the Programme (**Stage 3**) and the Final Selection (**Stage 4**).

The Performance Profile will take a holistic overview of an athlete's circumstances, and include discussion and assessment of factors that may limit or enhance future performance potential such as:

- 15.1.** the age of either the horse or athlete;
- 15.2.** the quality of the athlete's horse and their perceived ability to progress up the competitions levels and achieve Senior Championship medal success or repeat Senior Championship medal success,
- 15.3.** the combinations competition record and technical skills,
- 15.4.** the athlete's health and fitness to compete;
- 15.5.** the athlete's horse's health and fitness to compete;
- 15.6.** for athletes already on the Programme the Performance Profile will also include the length of time an athlete has been funded through the Programme, their progression up the performance Programme, and their engagement with the Programme and the Programme staff and information gained in the Routine Performance Profiling.
- 15.7.** an athlete's ability to 'add value' to WCP training environments and uphold the WCP values of integrity, respect and excellence;
- 15.8.** an athlete's ability to compete in a manner that supports Equestrian Team GBR, the Stakeholders and the individual to achieve successful performances;

**N.B: The Performance Profiling inevitably requires both subjective and objective judgements. It will also be specific to the discipline the athlete is being considered for. The Panel is made up of experts who will be exercising their discretion based on the knowledge and experience of the sport and what is required to meet the objectives of this Policy.**

**Stage 4: Final Selection Meeting (Panel Only):**

- 16.** Final selection onto the Programme will be carried out by the Panel in consultation with the discipline specific WCP staff. The PD will be responsible for ensuring that the WCP athlete numbers are aligned to the UK Sport allocation for APA places.
- 16.1.** Selection Panel: The Podium and Podium Potential Panel shall be comprised of:
- 16.1.1.** The Independent Chair (non-voting)
  - 16.1.2.** The Performance Director or representative from the WCP SLT nominated by the PD (voting)
  - 16.1.3.** International Senior Selector appointed by the Sport Member Body as appropriate (voting)
  - 16.1.4.** The Discipline's WCP Performance Manager (voting)
  - 16.1.5.** The Discipline's WCP Pathway Manager (voting)
  - 16.1.6.** The BEF Head of Performance Pathway (voting)
- 16.2.** Non-Voting Experts: The individual experts' opinion may be sought by the Independent Chair, but they will not have a vote at the point of selection. They may contribute fully to the selection discussions when invited to do so:
- 16.2.1.** WCP High Performance Coach or equivalent (HPC) will be a non-voting member of the Selection Panel with the sole purpose of providing relevant evidence and insight including, but not limited to, assessment of anticipated performance.
  - 16.2.2.** WCP Veterinary Surgeon will be a non-voting member of the Selection Panel with the sole purpose of reporting on soundness and assessment of known risk factors.
  - 16.2.3.** WCP Lead of Athlete Health or Chief Medical Officer will be non-voting and provide such information as necessary to enable Selectors to make a rational decision on an athlete's fitness and/or anticipated ability to compete.
- Minute Taker:** BEF-appointed minute taker.
- Observers:** The following Observers who may attend the selection meeting:
- CEO of BEF.
  - CEO of the Sport Member Body.
  - UK Sport Representative.
  - British Elite Athletes Association Representative
- 16.3.** The Panel will be deemed to act as experts throughout and must at all times use their discretion honestly and with integrity having regard to, and acting in compliance with, any applicable code of conduct or code of ethics in force from time to time.
- 16.4.** An Independent Chair, appointed by the PD, will Chair the meeting to discuss all athletes who reach the **Stage 4: Final Selection** stage of the process to ensure the process is always being delivered in a fair and consistent manner. The meeting will be where the Panel recommend to the PD the athletes to be offered a place on the Podium or Podium Potential Programme.
- 16.5.** The Panel reserves the right, at the time of selection and outside of the selection process, to select athletes onto the Programme provided there is:
- 16.5.1.** demonstrable evidence of future or continued medal winning potential; and
  - 16.5.2.** they meet or exceed the performance standards and performance profile required by the Programme to meet the Podium or Podium Potential Objectives and this Selection Policy.

#### **Stage 5: Nomination of the selected athletes to UK Sport**

- 17.** On completion of selection, where applicable, the PD will nominate any selected athletes who meet the UKS criteria to be eligible for an APA to UK Sport in writing.

#### **Stage 6: Confirmation of acceptance of nominated Athletes by UK Sport.**

- 18.** Following selection, the PD will submit athlete nominations on the UK Sport Athlete Nominations Portal. UK Sport will review the nominated athletes and will either accept or challenge these nominations. If agreed (and after the sport has communicated the outcome of selection to the athlete), the athlete will be contacted directly by UK Sport to initiate the process of application after which an APA offer is made. UK Sport funded places are limited and can only be offered if available. Therefore, achieving the UKS APA criteria does not guarantee UK Sport APA funded place (also see Para. 29).

#### **POST SELECTION: Induction, Obligations and Acceptance**

- 19. Induction.** Once offered a place on the Programme, athletes will be Inducted on to the programme. The purpose of Induction being:

- 19.1.** To introduce the Programme (i.e., the values, culture and structure).
- 19.2.** To ensure athletes know what is expected of them and can fulfil the WCP commitments and obligations.

The Induction process will be individually tailored to each athlete depending on their status as either new or returning athletes.

#### **20. Podium and Podium Potential Athlete Obligations.**

All athletes joining the Programme must sign a BEF Athlete Agreement and abide by the terms of this. The agreement also outlines the expectation for athletes but is not limited to:

- 20.1.** Attend squad training sessions and home visits.
- 20.2.** Undergo 6-monthly reviews of performance.
- 20.3.** Commit to the Programme and augment team culture.
- 20.4.** Play a full part in Human and Equine Sport Science and Medicine processes.
- 20.5.** Support UK Sport through 'engagement activities' to build deeper, long-term, authentic engagement between national governing bodies, athletes and the wider community that inspires positive change and inspires participation.
- 20.6.** Attend agreed competitions.
- 20.7.** Promote and encourage open and transparent communication between their home teams and Programme staff.
- 20.8.** Comply with FEI and BEF Equine Anti-Doping and Controlled Medication Rules, and FEI, BEF and WADA rules on human anti-doping.
- 20.9.** Comply with expected standards of conduct and behaviour.

- 21. Routine Performance Profiling.** Having taken up their place on the Programme, routine Performance Profiling will take place 6 monthly and will determine if the WCP is still able to continue to support the athlete's development, and what level of support the Programme should provide.



## COORDINATING INSTRUCTIONS

- 22. Confidentiality.** It is vital for the integrity of the Policy that strict codes of confidentiality are followed. Any person involved in the Selection process who breaks this confidentiality may be removed from the process by the Independent Chair.
- 23. Declarations of Interest.** The Independent Chair will maintain a register of “Conflicts of Interest” for all those involved in the selection/de-selection process (see Para. 8). This will be available to athletes on request.
- 24. Doping and Medication.** All WCP selection is subject to the FEI Rules for Equine and Human anti-doping. The FEI anti-doping rules relate to the use of medications and the rules surrounding banned substances in or out of competition. This includes the need for athletes to have Therapeutic Use Exemption (TUEs) if required under the relevant rules. For further information/advice go to <https://inside.fei.org/content/anti-doping-rules>. If any athlete/equine is found by the FEI to have a positive finding (i.e., a medication not covered by a TUE/ETUE or a banned substance) the athlete will be removed from the WCP selection process.
- 25. Use of data.** As part of the application process for selection onto the Podium and Podium Potential Programme, the BEF collects and processes personal data relating to applicants. The BEF is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. Please refer to [Appendix 3](#) “World Class Programme Selection Privacy Notice.”
- 26. Appeals Process.** (full details can be found here <https://www.britishequestrian.org.uk/about-us/rulebook> )
- 26.1.** Athletes have the right to appeal against a nomination decision about selection made in accordance with this Policy but only on the grounds that the Panel have failed to comply with the Policy or have made a decision that no rational body of competent selectors could reasonably reach. The right to appeal a selection decision under this Policy must not be seen as an opportunity to dispute the opinion of the Panel where the selection procedure and selection criteria have been followed. In reaching their decision under this Policy the Panel are acting as experts.
  - 26.2.** An appeal under this Policy must be made by submitting notice in writing to the Chief Executive of the BEF, in accordance with the BEF Selection Appeal Rules (BEF Rulebook Annex G -1) (the “Appeals Process”), within ten (10) days of the athlete being informed of the Panel’s decision.
  - 26.3.** A copy of the appeal must also be submitted to the PD. The PD shall, on receipt of the notice of appeal, seek to bring together all parties for a without prejudice discussion.
  - 26.4.** For the avoidance of doubt the Appeal Process shall continue to run during the course of such discussion. However, in the event that the appellant notifies the BEF (within ten (10) days of receipt of the notice of appeal) that such discussion has resolved the appeal, the Appeal Process shall be stayed.
- For further information and contact details please email: [Lynne.Bailey@bef.co.uk](mailto:Lynne.Bailey@bef.co.uk)
- 27. De-selection.** Following selection and nomination onto the WCP, Programme Athletes who: no longer meet the selection minimum performance standards; or who are failing to meet agreed performance targets as identified through their review; or who fail to meet any caveat onto the Programme advised to the athlete at selection; or whose horse becomes unsuitable for any reason (sale, loss of form, prolonged lameness or injury) and is still unsuitable 3 months from the date that reason became apparent; or who fail without good reason to compete in named target competitions; or who fail without good reason to participate in formal training Programmes; or



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for any other reason that demonstrates that an athlete is not on the required performance trajectory, may be de-selected from the WCP prior to the end of the Programme Cycle:

- 27.1.** In the first instance the WCP staff will speak to the rider, advise them of any concerns, and agree a sufficient period to allow them to remedy their performance or return a horse back to fitness.
- 27.2.** If not achieved, the PD will consult with the WCP's UK Sport Performance Advisor and reach a decision on de-selection.
- 27.3.** If an athlete is to be de-selected from the WCP, the PD will formally advise UK Sport and confirm the decision in writing to the athlete.
- 27.4.** An Athlete may appeal the decision to de-select them from the Programme.
- 27.5.** If an athlete is de-selected, they will be supported as they transition off the programme as outlined in **BEF Athlete Performance Award Policy 2024**.

Athletes who do not comply with WCP Athlete obligations (as set out in Para. 20 above); or who are in breach of BEF, FEI or MB rules or bring the sport into disrepute may be de-selected from the WCP and the process to be adopted will be determined under the rules specific to the nature of the breach and set out in the respective agreement, rules or policies.

**28. Transitional Support.** Athletes that are de-selected from the WCP may be supported for a period to assist them during transition:

- 28.1. Medical & Physiotherapy Support.** No new injuries will be supported after an athlete leaves the Programme. Pre-existing injuries where doctors/physios have a duty of care may continue to be supported. However, if the rehabilitation process is long the support period will need to be negotiated with the BEF as continuation of UK Sport medical cover would be required. This can be a period of up to an additional 3 months from the athlete's exit date from WCP provided that the athlete has an open claim.
- 28.2. Performance Lifestyle (PL).** An agreed period of continued PL support for Podium Potential athletes already engaged with the PL service.

**29. Athlete Performance Awards (APA).** UK Sport makes a tiered contribution towards WCP athletes' sporting costs via a National Lottery funded APA. This financial contribution is intended to be used to enable an athlete to compete and train as required to support a performance difference to progress them towards Podium level. The level at which an athlete is funded will be by agreement between the WCP and UK Sport and will reflect the athlete's position on the performer Programme in relation to future medal winning potential. The initial funding level will be determined as an outcome of the selection process and the levels of APA funding and the number of funded places available are identified within [Appendix 2](#) as UKS A+, UKS A, UKS B+, UKS B, UKS Paris Potential, UKS C1, UKS C2, UKS D1, UKS D2. The amount of funding at each level and performance support available is detailed in **BEF Athlete Performance Award Policy 2024: The Equestrian World Class Programme APA Policy 2022**.

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**30. Policy Status.** The British Equestrian Federations' 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 BEF reserves the right to amend, supplement and/or discontinue at its absolute discretion, for whatever reason, any or all of its policies and procedures. Any changes/amendments to the Selection Policy will be published on the BEF website <https://www.britishequestrian.org.uk/>.



**Helen Nicholls, Performance Director**  
24<sup>th</sup> July 2023.

**For any further information please contact in the first instance:**

**David Hamer:** [David.Hamer@bef.co.uk](mailto:David.Hamer@bef.co.uk) or 07903 098767.

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**APPENDIX 1**

**SELECTION PROCESS**

**General.** It is the athlete's responsibility to ensure that Minimum Performance Standards are achieved within the indicated timeframes.

<b>SELECTION &amp; NOMINATION PROCESS TIMEFRAMES 2023</b>			
<b>ACHIEVEMENT OF MINIMUM PERFORMANCE STANDARDS</b>			
Opening Date	1 <sup>st</sup> December 2022	Closing Date	1 <sup>st</sup> November 2023
<b>NOTIFICATION TO ATHLETE OF APA NOMINATION TO UK SPORT</b>			
Opening Date	14th November 2023	Closing Date	31 <sup>st</sup> November 2023
<b>SELECTION &amp; APA NOMINATIONPROCESS (Please refer to main policy)</b>			
The Selection meeting for APA Nominations for Podium & Podium Potential will take place by discipline between 1 <sup>st</sup> November 2023 and 8 <sup>th</sup> November 2023 and will be aligned to the discipline's competition calendar where MPS can be achieved. Nomination of Selected Athletes by British Equestrian to UK Sport will follow discipline Selection meetings.			
<b>CONFIRMATION OF ACCEPTANCE OF NOMINATED ATHLETES BY UK SPORT</b>			
Confirmation of acceptance Athletes nominated will normally be made within 2 weeks of Athletes being nominated by British Equestrian. Acceptance by UK Sport with individual Athletes is finally confirmed once they have signed the British Equestrian Athlete Agreement.			
<b>INDUCTION</b>			
(Applies to those offered a place on the Programme after final selection) The Induction process will be individually tailored to each athlete depending on their status as either new or returning athletes.			

**Achievement of Minimum Performance Standards**

**1. Achievement of Minimum Performance Standards.**

Minimum Performance Standards as outlined in Appendix 2 must be achieved during this period in order in order to be considered for the **Stage 3** of the selection process.

- 1.1. Where the Minimum Performance Standards incorporate a number of criteria; except where stated; it is only necessary to achieve one of those listed within each category.

**Evaluation of the Athlete's Suitability for Inclusion onto WCP**

2. An athlete achieving the Minimum Performance Standards to be eligible for consideration for selection onto the Podium or Podium Potential Squad will be Performance Profiled throughout the selection process. The Panel will carry out the evaluation of the athlete's suitability for inclusion on to WCP as detailed in the WORLD CLASS PROGRAMME PODIUM AND PODIUM POTENTIAL SELECTION AND UK SPORT NOMINATION POLICY 2023 - 2024.

APPENDIX 2

**MINIMUM PERFORMANCE STANDARDS**

1. **General.** These Performance Standards have been designed to reflect the linear progression international athletes would ideally make as they develop and progress through the banding system and performer Programme.
2. **APA Funded places available.**
  - a. Olympic levels A+ to E1 level: 42 places in total
  - b. Paralympic levels A+ to E1 Level: 14 places in total

This Policy relates to the nomination of Athletes for APA Levels A+ to D2 level. E1 level APA places that are selected through the *Podium Potential Pathway* selection process

3. **Minimum Performance Standards (MPS).**
  - a. *Podium (APA level A, B & Paris Potential)* is defined by UK Sport as athletes whose profile indicates a strong prospect of achieving/ contributing to medal winning performances at the Olympic or Paralympic Games within the cycle and who are already achieving/contributing to international results within the medal zone.
  - b. *Podium Potential (APA level C, D)* is defined by UK Sport as athletes who have been identified and confirmed as having the potential to bridge the gap to Olympic and Paralympic medal success and have made the commitment to pursue this goal.
  - c. The minimum standards for consideration for nomination to the Podium and Podium Potential Programme are as detailed on the following pages 12 - 19.

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PODIUM	
Descriptor	Minimum Performance Standards for Podium APA level A+, A, B+, B & Paris Potential
UKS A+	<p><b>Open to all Athletes who meet UKS A+ level MPS criteria:</b> To be eligible to receive the A+ level APA, athletes must have achieved more than one performance at this level. The two A level performances must be achieved in different competitive seasons with at least one of these performances having been achieved in the Senior World Championship or Olympic/Paralympic Games</p> <ul style="list-style-type: none"> <li><b>Olympic</b> - As a minimum an athlete who has previously medalled at an Olympic or World Championships must have achieved an individual or team medal winning performance at the 2020 Olympic Games or at the 2022 World Championships *, and who by continuing within the WCP, are profiled to repeat this level of performance at the 2024 Olympic Games.</li> <li><b>Paralympic</b> - As a minimum an athlete who has previously won a gold medal at a Paralympic or World Championships who also achieves a gold medal in either the team, individual or freestyle competitions at the 2020 Paralympic Games or at the 2022 World Championships *, and who by continuing within the WCP, are profiled to repeat this level of performance at the 2024 Paralympic Games.</li> </ul> <p>* Counting score or drop score that, if counted, would have contributed to a team medal placing as defined</p> <p><b>Athlete Guidance Profile for A+:</b></p> <ul style="list-style-type: none"> <li>Athlete has evidenced based performance profiles and medal results that demonstrate clear capacity to continue to achieve Senior Championship medal results.</li> </ul>
UKS A	<p><b>Open to all Athletes who meet UKS A level MPS criteria</b></p> <ul style="list-style-type: none"> <li><b>Olympic</b> - As a minimum an Olympic discipline athlete must have achieved their first individual or team medal winning performance at the 2020 Olympic Games or at the 2022 World Championships *, and who by continuing within the WCP, are profiled to repeat this level of performance at the 2024 Olympic Games.</li> <li><b>Paralympic</b> - As a minimum a Para-equestrian athlete who achieves their first gold team, individual or freestyle medal winning performance at the 2020 Paralympic Games or at the 2022 World Championships*, and who by continuing within the WCP, are profiled to repeat this level of performance at the 2024 Paralympic Games.</li> </ul> <p>* Counting score or drop score that, if counted, would have contributed to a team medal placing as defined</p> <p><b>Athlete Guidance Profile for A:</b></p> <ul style="list-style-type: none"> <li>Athlete has evidenced based performance profiles and medal results that demonstrate clear capacity to continue to achieve Senior Championship medal results.</li> </ul>

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<b>UKS B+</b>	<b>Open to all Athletes who meet UKS B+ level MPS criteria:</b> To be eligible to receive the B+ level APA, athletes must have achieved more than one performance at this level. The two B level performances must be achieved in different competitive seasons with at least one of these performances having been achieved at a Senior World Championship or Olympic/Paralympic Games
<ul style="list-style-type: none"> <li> <b>Olympic</b> - As a minimum an athlete who has previously achieved a top 8 finish individual medal event ranking at an Olympic Games or World Championships and achieves a top 8 finish individual medal event ranking at the 2020 Olympic Games or 2022 World Championships;  OR  achieved a counting score in the top 6 teams at the 2020 Olympic Games or top 6 teams at 2022 World Championships* or a top 6 finish individual medal event ranking at the 2023 European Championships and, by continuing within the WCP, are profiled to achieve a team or individual medal winning performance at the 2024 Olympic Games. </li> <li> <b>Paralympic</b> – As a minimum a Para-equestrian athlete who has previously achieved a silver/bronze medal in the team, individual or freestyle competitions at a Paralympic Games or World Championships and achieves a team medal or a silver/bronze medal in the individual or freestyle competitions at the 2020 Paralympic Games or at the 2022 World Championships* or an Individual medallist at the 2023 European Championships and, who by continuing within the WCP, are profiled to achieve a team or individual medal winning performance at the 2024 Paralympic Games. </li> </ul> <p>*Counting score or drop score that, if counted, would have contributed to a team medal placing as defined</p>	
<b>Athlete Guidance Profile for B+:</b> <ul style="list-style-type: none"> <li>Athlete has evidenced based performance profiles and results that demonstrate clear capacity to progress to continue to achieve or achieve Senior Championship medal results.</li> </ul>	
<b>UKS B</b>	<b>Open to all Athletes who meet UKS B level MPS criteria</b>
<ul style="list-style-type: none"> <li> <b>Olympic</b> - As a minimum an Olympic discipline athlete will have achieved a top 8 finish medal event individual ranking at the 2020 Olympic Games or 2022 World Championships OR achieved a counting score in the top 6 teams at the 2020 Olympic Games or top 6 teams at 2022 World Championships* or an Individual medallist at the 2023 European Championships and, by continuing within the WCP, are profiled to achieve a team or individual medal winning performance at the 2024 Olympic Games. </li> <li> <b>Paralympic</b> – As a minimum a Para-equestrian athlete will have achieved a silver/bronze medal in the team, individual or freestyle competitions at the 2020 Paralympic Games or at the 2022 World Championships (WEG)* or an Individual medallist at the 2023 European Championships and, who by continuing within the WCP, are profiled to achieve a team or individual medal winning performance at the 2024 Paralympic Games. </li> </ul> <p>* Counting score or drop score that, if counted, would have contributed to a team medal placing as defined.</p>	
<b>Athlete/Horse combination Guidance Profile for B:</b> <ul style="list-style-type: none"> <li>Athlete has evidenced based performance profiles and results that demonstrate clear capacity to progress to continue to achieve or achieve Senior Championship medal results.</li> </ul>	



**2023 -2024**

<b>UKS Paris Potential</b>	<p>Athletes will only be considered at this level where they have previously been in receipt of a Podium A or B level up to the point of renomination and there are exceptional circumstances that have prevented them retaining an award at that level. Despite not meeting the competition outcome standard to remain at A or B level, there will be strong evidence that the athlete is capable of bridging the gap to medal success in Paris and has made the commitment to do so.</p> <p>Paris Potential awards are made for no more than one year.</p>
<ul style="list-style-type: none"> <li> <p>• <b>DRESSAGE:</b></p> <p>Horse/rider combinations who have achieved two final scores of 72% or above in either two Grand Prix, including Short Grand Prix (SGP) classes, or two Grand Prix Special classes or one Grand Prix class, including SGP, and one Grand Prix Special class at the same or separate competitions. Scores must come from a CDI3* / CDIO3* or higher-level competition and should include a minimum of one foreign based international competition unless a waiver has been granted due to exceptional circumstances. Freestyle scores do not count.</p> </li> <li> <p>• <b>EVENTING:</b></p> <p>A rider with one or more horses must have finished in the top 12% of the total number of starters at a CCI5* event or two top three places in a CCI4*L or one top three place in a CCI4*L, and one top three place in a CCI4*S and where the combination profiled remains on a trajectory to Championship medal success. U25 or Young horse classes do not count.</p> </li> <li> <p>• <b>SHOWJUMPING:</b></p> <p>One of the following:  Rider jumping a double clear round (no jumping penalties) in a 1.60m 5* Nations Cup or 5* Grand Prix or 5* World Cup Qualifier or 5* GCT Grand Prix (double clear round in the initial two rounds of any three round 5* Grand Prix). Particular emphasis will be placed on Nations Cup results.</p> </li> <li> <p>• <b>PARA-DRESSAGE:</b></p> <p>Minimum of four scores of 72% or above which can be obtained in any of the following of which at least <u>ONE score</u> must be achieved at a CPEDI 3*:</p> <p>BD Para Equestrian Dressage Gold Championships (Summer or Winter), Gold Level Para Semi-Finals at Wellington Premier League, CPEDI 3*. Freestyle scores do not count.</p> <p>OR a top 6 finish individual medal event ranking (excluding freestyle) at World Equestrian Championships 2022 on a trajectory for Paris 2024.</p> </li> </ul>	
<p><b>Athlete/Horse combination Guidance Profile for Paris Potential:</b></p> <ul style="list-style-type: none"> <li>• Athlete/horse combinations must have evidenced based performance profiles and international results and consistency which demonstrate clear capacity to achieve or bridge the gap to Senior Championship teams.</li> <li>• To meet the Objective of the Podium Programme, the combination will be evaluated on the likelihood of them being a NOMINATED entry for Paris 2024.</li> </ul>	

**2023 -2024**

PODIUM POTENTIAL	
Descriptor	Minimum Performance Standards for Podium Potential APA level C & D
UKS C1	Open to all Athletes who meet UKS C1 level MPS criteria
<ul style="list-style-type: none"> <li> <b>DRESSAGE:</b>  Horse/rider combinations who have achieved two final scores of 72% or above in either two Grand Prix, including Short Grand Prix (SGP) classes, or two Grand Prix Special classes or one Grand Prix class, including SGP, and one Grand Prix Special class at the same or separate competitions. Scores must come from a CDI3* / CDIO3* or higher-level competition and should include a minimum of one foreign based international competition unless a waiver has been granted due to exceptional circumstances. <u>Freestyle scores do not count.</u> </li> <li> <b>EVENTING:</b>  A rider with one or more horses must have finished in the top 12% of the total number of starters at a CCI5* event or two top three places in a CCI4*L or one top three place in a CCI4*L, and one top three place in a CCI4*S and where the combination profiled remains on a trajectory to Championship medal success. U25 or Young horse classes do not count. </li> <li> <b>SHOWJUMPING:</b>  One of the following:  Rider jumping a double clear round (no jumping penalties) in a 1.60m 5* Nations Cup or 5* Grand Prix or 5* World Cup Qualifier or 5* GCT Grand Prix (double clear round in the initial two rounds of any three round 5* Grand Prix). Particular emphasis will be placed on Nations Cup results. </li> <li> <b>PARA-DRESSAGE:</b>  Minimum of four scores of 72% or above which can be obtained in any of the following of which at least <u>ONE score</u> must be achieved at a CPEDI 3*:  BD Para Equestrian Dressage Gold Championships (Summer or Winter), Gold Level Para Semi-Finals at Wellington Premier League, CPEDI 3*. Freestyle scores do not count.   <u>OR</u> a top 6 finish individual medal event ranking (excluding freestyle) at World Equestrian Championships 2022 on a trajectory for Paris 2024. </li> </ul>	
<b>Athlete/Horse Combination Guidance Profile for C1:</b> <ul style="list-style-type: none"> <li>Athlete/horse combinations must have evidenced based performance profiles and international results and consistency which demonstrate clear capacity to achieve or bridge the gap to Senior Championship teams.</li> <li>To meet the Objective of the Podium Potential Programme, the combination will be evaluated on the likelihood of them being a NOMINATED entry for Paris 2024.</li> </ul>	

**2023 -2024**

UKS C2	Open to all Athletes who meet UKS C2 level MPS criteria
<ul style="list-style-type: none"> <li> <b>DRESSAGE:</b>            One of the following:            Horse/rider combinations who have achieved two final scores of 70% or above in either two Grand Prix, including Short Grand Prix (SGP), classes or two Grand Prix Special classes or one Grand Prix class and one Grand Prix Special class at the same or separate competitions within the previous 12 months prior to 1st November 2022. Scores must come from a CDI3* / CDIO3* OR higher-level competition and should include a minimum of one foreign based international competition unless a waiver has been granted due to exceptional circumstances. <u>Freestyle scores do not count.</u> </li> <li> <b>EVENTING:</b>            Finish in the top 15% of the total number of starters in a CCI5* OR            Minimum of two of the following, one of which must be at CCIO4*L/CCI4*L           <ul style="list-style-type: none"> <li>Be a member of Nations Cup team and counting score in a team which finishes in 2nd place or above. A minimum of four teams must have started.</li> <li>Finish in the top 10% of the total number of starters in a CCI4*L/ CCIO4*L, Finish in the top 10% of the total number of starters in a CCI4*S.</li> </ul> </li> <li> <b>SHOWJUMPING:</b>            Minimum of 6 clear rounds in 1.55/1.60m competitions judged under FEI rules for “Normal Competition, Nations Cup &amp; GP Competitions,” Article 238, 239, 261, 264, 265, 273, 274, 275, 276, 277 and British Showjumping rules Table A1, A4, A6, A7, A8, A9, A10. Excluding special competitions. Double clear round in a 4* Grand Prix (double clear round in the initial two rounds of any three round 4* Grand Prix).            Score of 4 faults in total over both rounds of a 4 or 5* Nations’ Cups competition.         </li> <li> <b>PARA-DRESSAGE:</b>            Minimum of three scores of 69% or above in any of the following and with at least ONE score being achieved at a CPEDI 3*: BD Para Equestrian Dressage Gold Championship (Summer or Winter) or Gold Level Semi-Finals at Wellington Premier League CPEDI 3*. <u>Freestyle scores do not count.</u> </li> </ul>	
<b>Athlete/Horse combination Guidance Profile for C2:</b> <ul style="list-style-type: none"> <li>Athlete/horse combinations must have evidenced based performance profiles and international results which indicate clear capacity to achieve or bridge the gap to Senior Championship teams.</li> <li>To meet the Objective of the Podium Potential Programme the combination will be evaluated on the likelihood of them being a Senior Championship NOMINATED entry by 2025.</li> </ul>	

**2023 -2024**

UKS D1	Open to all Athletes who meet UKS D1 level MPS criteria
	<ul style="list-style-type: none"> <li> <b>DRESSAGE:</b>            One of the following:            Horse/rider combinations who have achieved two final scores of 68% or above in either two Grand Prix, including Short Grand Prix (SGP), classes or two Grand Prix Special classes or one Grand Prix class and one Grand Prix Special class at the same or separate competitions. Scores must come from a CDI3* / CDIO3* or higher-level competition. <u>Freestyle scores do not count.</u> </li> <li> <b>EVENTING:</b>            Finish in the top 20% of the total number of starters in a CCI5* OR Minimum of two of the following, one of which must be at CCIO4*L/CCI4*L           <ul style="list-style-type: none"> <li>Be a member of Nations Cup team and counting score in a team which finishes in 3rd place or above (a minimum of five teams must have started)</li> <li>Finish in the top 15% of the total number of starters in a CCI4*L/ CCIO4*</li> <li>Finish in the top 10% of the total number of starters in a CCI4*S.</li> </ul> </li> <li> <b>SHOWJUMPING:</b>            One of the following:            Minimum of 6 clear rounds in 1.50m competitions. Judged under FEI rules for “Normal Competitions, Nations Cup &amp; GP Competitions”, Article 238, 239, 261, 264, 265, 273, 274, 275, 276, 277 and British Showjumping rules Table A1, A4, A6, A7, A8, A9, A10. Excluding special competitions.            Double clear round in a 3* Grand Prix (double clear round in the initial two rounds of any three round 3* Grand Prix).            Score of 4 faults in total over both rounds of a 3* Nations Cup.            Score of 8 faults in total over both rounds of a 4 or 5* Nations Cup.         </li> <li> <b>PARA-DRESSAGE:</b>            Minimum of three scores of 67% or above within a defined period in any of the following and with at least ONE score being achieved at a CPEDI 3*:            BD Para Equestrian Dressage Gold Championship (Summer or Winter) or Gold Level Semi-Finals at Wellington Premier League, CPEDI 3* within the defined. <u>Freestyle scores do not count.</u> </li> </ul>
	<b>Athlete/Horse Combination Guidance Profile for D1:</b> <ul style="list-style-type: none"> <li>Athlete/horse combinations must have evidenced based performance profiles which indicate clear capacity to achieve or bridge the gap to Senior Championship teams. As such it is not anticipated that they will have been competing at the level of criteria achieved for longer than one year. The year will commence the first time the combination competed at the level of criteria achieved.</li> <li>To meet the Objective of the Podium Potential Programme, the combination will be evaluated on the likelihood of them being a Senior Championship NOMINATED entry by 2025.</li> </ul>

**2023 -2024**

<b>UKS D2</b>	<b>Open to all Athletes who meet UKS D2 level MPS criteria</b>
<ul style="list-style-type: none"> <li> <b>DRESSAGE:</b>  One of the following:  Horse/rider combinations who have achieved two final scores of 67% or above in either two Grand Prix, including Short Grand Prix (SGP), classes or two Grand Prix Special classes or one Grand Prix class and one Grand Prix Special class at the same or separate competitions. Scores must come from a CDI3* / CDIO3* or higher-level competition.   For U25 rider, the above or a combination of a result from the above plus a result from the criteria below i.e.: 67% or above in one Grand Prix and 68% or above in U25.   Min. of two final scores of 68%+ in the Intermediate II (U25) and/or Grand Prix (U25) or Intermediate level at CDI3* / CDIO3* or higher-level competition. </li> <li> <b>EVENTING:</b>  Finish in the top 25% of the total number of starters in a CCI5* OR Minimum of two of the following, one of which must be at CCIO4*L/CCI4*L <ul style="list-style-type: none"> <li>Finish in the top 20% of the total number of starters in a CCI4*L/ CCIO4*L</li> <li>Finish in the top 10% of the total number of starters in the CCI4*L Under 25 Championship at Bramham Member and completion in a Nations Cup team which finished in 4th place or above with a clear XC jumping: no more than 8 SJ penalties excluding time faults (a minimum of five teams must have started), Finish in the top 15% of the total number of starters in a CCI4*S.</li> </ul> </li> <li> <b>SHOWJUMPING:</b>  One of the following:  Minimum of 4 clear rounds in 1.50m competitions together with a minimum of 6 clear rounds in 1.45m competitions. Judged under FEI rules for "Normal Competitions, Nations Cup &amp; GP Competitions," Article 238, 239, 261, 264, 265, 273, 274, 275, 276, 277 and British Showjumping rules Table A1, A4, A6, A7, A8, A9, A10. Excluding special competitions.  Clear round in the first round of a 3* GP.  Score of 8 faults in total over both rounds of a 3* Nations Cup.  Double clear round in two 2* Grand Prix (double clear round in the initial two rounds of any three round 2* Grand Prix. </li> <li> <b>PARA-DRESSAGE:</b>  Minimum of two final scores in their relevant grade of 68% or above in Team or Individual Test in Gold level classes BD Para Equestrian Dressage competitions (including Home International).  AND  Two final scores of 66% or above in their relevant grade at CPEDI3* or at a BD Para Equestrian Dressage Gold Championship Final or Gold Level Semi-Final at Wellington Premier League. <u>Freestyle scores do not count.</u> </li> </ul>	
<b>Athlete/Horse combination Guidance Profile for D2:</b> <ul style="list-style-type: none"> <li>Athlete/horse combinations must have evidenced based performance profiles which indicate clear capacity to achieve or bridge the gap to Senior Championship teams.</li> <li>To meet the Objective of the Podium Potential Selection Policy, the combination will be assessed on the likelihood of them being a Senior Championship NOMINATED entry by 2026.</li> <li><b>Dressage:</b> Athletes under 28 years may be selected to be eligible for an APA at D2 level to support the transition into Senior Grand Prix for one year.</li> </ul>	

**WORLD CLASS PROGRAMME**  
**Podium and Podium Potential Selection and UK Sport Nomination Policy**  
**2023 -2024**

**Notes:**

1. Freestyle scores do not count in achievement of Dressage or Para Dressage UKS Paris Potential, C1, C2, D1 or D2 Minimum Performance Standard (MPS).
2. To fulfil MPS listed above for Eventing UKS Paris Potential, C1, C2, D1 or D2, combinations must have no Cross-Country jumping penalties at CIC and CCI events where MPS is achieved.
3. Unless stated otherwise, competition results must have been obtained from **1st December 2022**. Preference will be given to most recent results that indicate a positive performance trajectory.
4. UKS A+, A, B+, B, Paris Potential, C1, C2, D1, D2 relate to the level of APA funding that an athlete can be awarded if selected (See Para. 29 in the Podium and Podium Potential Selection and Nomination Policy & BEF Athlete Performance Award Policy 2024)

<b>UKS E1</b>	<p>E1 Level athletes are selected through the Podium Potential Pathway selection process; Policies for which are issued separately.</p> <p>The objective of the Podium Potential Pathway selection policy is to identify, support and develop athletes who demonstrate the potential to progress to Podium Potential in the future by developing the foundation skills required for future performance.</p> <p>It is open to all athletes who meet the eligibility criteria as defined in the Podium Potential Pathway Selection Policy and meet the eligibility and MPS for E1 level as defined in BEF Athlete Performance Award Policy 2024</p> <p>For more details of Podium Potential Pathway eligibility criteria contact <a href="mailto:David.Hamer@bef.co.uk">David.Hamer@bef.co.uk</a></p>
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**2023 -2024**

**APPENDIX 3**

**SELECTION/NOMINATION APPLICATION PRIVACY NOTICE**

As part of the application process for selection onto the World Class Programme, the British Equestrian Federation (BEF) collects and processes personal data relating to applicants. The BEF is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations.

**What information does the BEF collect?**

During the course of the application process the BEF collects a range of information about you. This includes:

- your name, address and contact details, including email address and telephone number;
- details of your membership with the relevant BEF member body (British Show jumping/British Dressage/British Eventing)
- details of your competition and training history;
- details of your employment/education history;
- information to confirm that you meet the minimum eligibility requirements of the relevant selection policy, such as your nationality and age (date of birth)
- confirmation of your clothing size for the purposes of fitting you with team kit, if required; and
- if you are applying for the Para-Equestrian squad, information in relation to your medical condition, current medication and para classification grade.

The BEF collects this information in a variety of ways. For example, data might be contained in application forms, obtained from your passport or other identity documents, or collected through interviews or other forms of assessment.

Data will be stored in a range of different places, including on your application record, in World Class selection process management systems and on other IT systems (including email).

**Why does the organisation process personal data?**

The BEF needs to process your data in order to properly assess your application for selection to the World Class Programme and in order to communicate with you.

Processing data from applicants allows the BEF to manage the selection process, assess and confirm an applicant's suitability for a place on the World Class Programme and decide who should be offered a place on the Programme. The BEF may also need to process data from applicants to respond to and defend against claims for non-selection under the relevant selection policy.

The BEF therefore has a legitimate interest in processing personal data during the selection process and for keeping records of the process.

For Para-Equestrian athletes, the BEF collects health information in order to comply with the eligibility and rule requirements of Para-Equestrian dressage. It will only process data that is appropriate and relevant for classification purposes.

If you agree, photographs of you will be retained by the BEF for promotional purposes. Your consent will be asked for at the time you submit your application.

If your application is unsuccessful, the BEF will keep your personal contact details on file for 2 years to enable the BEF to contact you about applying for future programmes. The BEF will ask for your consent before it keeps your data for this purpose and you are free to withdraw your consent at any time.

### **Who has access to data?**

Your information will be shared internally for the purposes of the selection process. This includes members of the BEF's World Class Programme Team and relevant member bodies if access to the data is necessary for the performance of their roles.

The BEF will not share your data with third parties without your consent. If your application is successful and the BEF makes you an offer of a place on the World Class Programme, it may then share your data with UK Sport or the English Institute of Sport and you will be provided with additional information in relation to how your data will be processed, stored and shared as an athlete on the World Class Programme.

The BEF will not transfer your data.

### **How does the organisation protect data?**

The BEF takes the security of your data seriously. It has internal policies and controls in place to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by our employees and members of the World Class Programme Team in the proper performance of their duties.

### **For how long does the organisation keep data?**

If your application is unsuccessful, the BEF will hold your data on file for 3 months after the end of the relevant selection process. If you agree to allow the BEF to keep your personal data on file, the BEF will hold your data on file for a further 2 years to enable the BEF to contact you about applying for future programmes. At the end of that period or once you withdraw your consent; your data is deleted or destroyed.

If your application is successful, personal data gathered during the selection process will be transferred to a file which is personal to you and will be retained whilst you are on the World Class Programme. The periods for which your data will be held will be provided to you in a new privacy notice.

### **Your rights**

As a data subject, you have a number of rights. You can:

- access and obtain a copy of your data on request;
- require the BEF to change incorrect or incomplete data;
- require the BEF to delete or stop processing your data, for example where the data is no longer necessary for the purposes of processing;
- object to the processing of your data where the BEF is relying on its legitimate interests as the legal ground for processing; and
- ask the BEF to stop processing data for a period if data is inaccurate or there is a dispute about whether or not your interests override the BEF's legitimate grounds for processing data.

If you would like to exercise any of these rights, please contact Lynne Bailey at [Lynne.Bailey@bef.co.uk](mailto:Lynne.Bailey@bef.co.uk).

If you believe that the BEF has not complied with your data protection rights, you can complain to the Information Commissioner.

### **What if you do not provide personal data?**

You are under no statutory or contractual obligation to provide data to the BEF during the selection process.

### **Automated decision-making**

Selection processes are not based on automated decision-making.