

Selection Appeals Process

All Scottish Gymnastics representative events (excluding Commonwealth Games and National Finals)

Overview

An appeal against non-selection for a representative event to Scottish Gymnastics is entirely a matter for the athlete and Scottish Gymnastics. This will be held in accordance with the process outlined below and take into consideration only the Scottish Gymnastics generic selection policy and Scottish Gymnastics event specific selection policy.

Notes to consider prior to submitting an appeal

- A. Appeals can only be made by the gymnast themselves (18 years and over) with an immediate grievance on the grounds stated below. For minors (17 years or younger), a personal coach should take on this responsibility.
- B. The selection of coaches and judges is not open to appeal in any circumstances.
- C. Gymnasts can only appeal against the decision of the selection panel on the following grounds:
 - i. there has been a failure to follow the content of the event specific / generic selection policies; or,
 - ii. that the selection panel reached a decision on the basis of an error of fact
- D. The Chief Executive Officer has the right to dismiss the appeal at this initial stage if the appeal does not meet the ground of appeal outlined above.
- E. From the submission of appeal, it shall be for the appeal panel to determine if the evidence provided is sufficient to demonstrate that the original selection decision, that is being appealed against, was in error and requires to be reconsidered.
- F. Proceedings shall be conducted in private and notes will be recorded.

Appeals Process

1. Following a selection meeting at which selection is agreed, all relevant selection and non-selection decisions will be formally communicated by Scottish Gymnastics to gymnasts via their personal coaches (using GymNet contact information) by the set date outlined within the event specific selection policy.
2. A gymnast or the personal coach (if gymnast is under 18) wishing to appeal a decision is required to lodge an appeal in writing using the Notice of Appeal form contained in Appendix. 1 to set out in full the basis upon which the appellant wishes to appeal a selection decision.
3. A Notice of Appeal and all accompanying paperwork must be lodged by the gymnast (or coach if under 18) by email to the Chief Executive Officer within 5 days (including weekends, excluding bank holidays) of notification of non-selection. Appeals received outside this window will not be considered.
4. Upon receipt of the Notice of Appeal, the Chief Executive Officer will determine if the appeal should proceed; if granted, an Appeal panel will be appointed from the list in Appendix. 2; the Chief Executive Officer will act as Chair.



5. Neither the Chair nor any of the other members of the selected appeals panel shall have had any prior involvement in the original selection decisions or have any relevant connection with the gymnast.

Power of the Appeal Panel Chair

The Appeal panel Chair may:

- i. Refuse to grant permission to proceed – in this circumstance, the original selection decision shall stand and the appellant shall be notified accordingly; or
- ii. Grant permission to proceed and convene a hearing of the Appeal panel

Appeals Hearings

6. The Chair will hold an appeal panel hearing within 5 working days of receipt of the Notice. All paperwork from the original selection meeting including minutes / associated data must be provided prior to the meeting.
7. The appeal panel will consist of three members identified from Appendix.2 including the Chief Executive Officer (Chair).
8. The decision of the panel to uphold or reject the appeal will be made by a majority vote. The decision of the appeals panel will be final.
9. Should the appeals panel uphold any athlete appeal(s), the original selection panel must reconvene to reassess their selection decision.

Outcome

10. In all instances Scottish Gymnastics will respond in writing (email) to the gymnast / personal coach within three working days of the appeal panel meeting notifying them of the outcome of the appeal, unless further information is required; in which case, as soon as possible.
11. The Chair shall also inform the original selection panel of any recommendations the Appeals panel deems appropriate regarding changes that need to be made to the selection and/or procedure.
12. The Appeal panel may provide written reasons for its decision and/or recommendations. These shall be communicated by the Chair to the Performance department.
13. The decision of the Appeal panel shall be final and binding.



APPENDIX 1 – Notice of Appeal Against A Nomination or Selection Decision

For the attention of the Appeal Committee Chair with permission for this Notice of Appeal to be shared with the Appeal Committee if this appeal receives permission to proceed.

My appeal as set out above will seek to show that:	Please Tick As Appropriate
i. there has been a failure to follow the content of the event specific / generic selection policies; or,	
ii. that the selection panel reached a decision on the basis of an error of fact	

(a) Personal Details (Athlete):

First Name:		Surname:	
Date of Birth:	/ /	Mobile:	
E-mail Address:			
BG Membership No.			

Personal Details (Personal Coach):

First Name:		Surname:	
Date of Birth:	/ /	Mobile:	
E-mail Address:			
BG Membership No.			

(b) Decision Appealed Against:

Decision being appealed:	
Date notified of decision:	
By Who	
How did they notify you?	



(c) Documentation:

I have enclosed with my appeal the following documentation:

Documentation	Yes / No	If you have submitted other documentation, please use the index below to list them:
Selection Policy/Athlete Agreement		
All other documentation I intend to rely upon		

(d) Grounds of Appeal:

D1. Statement of appeal:

D2. Please list the provision(s) of the Scottish Gymnastics Selection Policy or terms of the Athlete Agreement that you consider have not been adhered to:



(e) Appeals Committee List:

I object to the following individual(s) on the Appeal Committee List potentially being involved in my hearing for the following reason(s):

Name	Reason(s) for objection

(f) Witness Statements:

If you wish to use a Witness statement(s) in your appeal, please state the name of this person(s) and relationship of him or her to you below and provide their contact details for the purpose of the Chair contacting the witness for their statement if granted permission to proceed:

Name	Relationship to Appellant	Summary of witness statement / contribution to appeal

(g) Declaration:

Finally, before we can process your application, please indicate that you accept the following:

By ticking this box:

- (1) I confirm that all statements made by me are made to the best of my ability and knowledge
- (2) I am making this appeal in good faith

Signature of Athlete:		Date Signed:
Signature of Personal Coach (for athletes U18):		Date Signed:
Date Received: (Office use only)		
Date Passed to Chair: (Office use only)		

Notes:

A notice of appeal and all accompanying paperwork must be sent to Chief Executive Officer (doc.mckelvey@scottishgymnastics.org), stated in email subject line 'Private & Confidential: Notice of Appeal' in line with the timelines outlined in this document.



APPENDIX. 2 – Appeals Panel List

Appeals Panel

- A. Scottish Gymnasts have a pre-determined standing list of individuals from which an Appeals panel can be formed. The individuals are:
- i. Doc McKelvey, Chief Executive Officer, Scottish Gymnastics (Chair)
 - ii. Keir Stewart, Technical Director (Olympic Disciplines), Scottish Gymnastics
 - iii. Ally White, Performance Director, Scottish Swimming & SG Board Member
 - iv. Lee Boucher, Performance Director, Scottish Rowing
 - v. Gordon Drummond, Performance Pathway Manager, Cricket Scotland
- B. Any Appeal panel shall comprise of a minimum of 3 (three) people from this list inclusive of the Chair (Chief Executive Officer).

