

Representative Selection Policy and Procedure

Contents

1. Version Control	1
2. Purpose.....	2
3. Scope.....	2
4. Definitions and Abbreviations	2
5. References	2
6. Policy Statement	2
7. Procedure.....	3
7.1 Selection Process	3
7.2 Selection Panel	4
7.3 Calls for Expression of Interest (EOI) (if applicable)	4
7.4 Player eligibility	5
7.5 Team Composition and Selection	5
7.6 Notification of Player Selection Criteria	6
7.7 Notification of Squads and Teams	6
7.8 Declaration of conflict of interest	6
7.9 Procedure for Dispensation for attendance at the Selection Event or Muster	6
7.10 Appeal of selection process or denied dispensation request	7

1. Version Control

Version No	Issue Date	Amendment Details	Endorsed by	Approved
0.1	28/02/2023	New Document	Yvonne Searle	
0.2	02/03/2023	Updates from Board Meeting	Yvonne Searle	
1	15/03/2023		Yvonne Searle	NQTA Mgmt Committee
2	29/03/2026	Adjustments by Coaching Director	Bree-Ann Lo Grande	NQTA Board

2. Purpose

This policy is to:

- Ensure that North Queensland Touch Football follows an equitable procedure in selecting the most suitable players to represent NQ Tropical Cyclones.
- Ensure a Duty of Care is followed regarding the age of junior players.
- Establish a pathway for representative players.

3. Scope

This policy covers the selection of all players who make themselves available across the following divisions.

- **Open Division – Men’s, Women’s & Mixed**
Players selected into these divisions will be of the age required per the conditions of entry of the competition.
- **Junior Divisions – 12, 14, 16, 18, 20.**
Players must trial in their age division in accordance with their date of birth. Players who want to trial up a division must submit written dispensation as per section 7 (e).
- **Senior Divisions – Masters & Veterans**
Players may compete in any eligible age division of their choice as per the conditions of entry for the competition.

4. Definitions and Abbreviations

Word or Phrase	Definition
Affiliate	A local entity that conducts or administers touch football competitions and which is a Member.
Management Committee	As noted in the North Queensland Touch Association constitution and also known as the NQTA Executive Committee or NQTA Board.
Selection	In the process undertaken to ensure the best available players are chosen to represent North Queensland Tropical Cyclones.
Technical Panel	As noted in the North Queensland Touch Association constitution, includes Technical Director and Coaching Director.

5. References

[Play by the Rules ASC - Inclusion and Diversity](#)

[TFA Code of Conduct](#)

[TFA Member Protection Policy](#)

Management of Conflict of Interest – to be developed

6. Policy Statement

This policy outlines the criteria and steps taken to select representative players for North Queensland Tropical Cyclones. This policy applies to coaches, selectors and players who make themselves available for selection.

- The policy details: Selection Process and Criteria
- Selection Panel
- Calls for Expression of Interest (if applicable)
- Player Eligibility
- Team Composition
- Notification of Selection Criteria
- Selection and naming of teams/squads
- Declaration of Conflict of Interest
- Procedure for Dispensation and Appeals

7. Procedure

7.1 Selection Process

The Technical Panel and Management Committee will determine the format to select teams for National Youth Championship and National Touch League with final signoff by NQTA Management Committee.

The selection process will be available to all players and coaches prior to nomination for selection.

The specific selection process may be any of the below formats:

- a) Appointed coaches for representative events (ie. National Touch League and National Youth Championships) will view multiple games during the championship (such as Junior State Cup North) to select the representative team and shadows. The maximum number of players selected in the team from a championship event shall equal the maximum allowed to play within the National Youth Championship or National Touch League Condition of Entry plus a minimum of 3 and maximum of 8 shadow players.
- b) Appointed coaches for representative events (ie. National Touch League and National Youth Championships) will view multiple games during the championship (such as Junior State Cup North) to select a squad of players from those playing at the event, to be finalised at a team selection trial (muster) at a later date. The maximum number of players accepted from a championship to a selection trial shall not exceed 30 unless deemed appropriate by the Coaches Director, Technical Director and/or Operations Manager (coaches may be required to provide justification for additional players). Players that attend a championship shall not be displaced from a selection trial by players that are not in attendance at the championship. In cases where exemptions from attending the championship are approved, these will be added beyond the selected number of the squad. Coaches and their selection team will be required to finalise their team selections, including shadows, at the Selection Muster (final selection trial). They will also be required to supply TID and selection paperwork to support their team's selection.

- c) Call for player expressions of interest (EOI) for selection of a team from a selection muster. EOI for a selection muster shall not be capped. The maximum number of players accepted from a selection muster shall equal the maximum allowed to play within the National Youth Championship or National Touch League Condition of Entry plus a minimum of 3 and maximum of 8 shadow players.
- d) An alternate format implemented in response to an unforeseen disruptive event including but not limited to legislated health directive or extreme weather event.

7.2 Selection Panel

The selection panel will be made up of the team's coaching group, including Head Coach and Assistant Coach. Coaches may seek the assistance of up to two additional selectors to be verified by the Technical and Coaching Director. The request must be forwarded to the Technical and Coaching Director at least two weeks prior to the event or muster. Selectors for NYC will need to possess a Working with Children 'Blue Card'. All selectors must also meet the requirements of section 7.8 Declaration of conflict of interest.

7.3 Calls for Expression of Interest (EOI) (if applicable)

If applicable to the selection format, an EOI will be called one month prior to the championship or muster event. The EOI will be notified by the NQ Operations Manager through the following communication pathways:

- Email to affiliates
- North Queensland Touch Football Website
- North Queensland Touch Football Facebook
- North Queensland Touch Association Instagram

Key points to be noted in the EOI:

- Selection format including date of championship/muster and relevant selection date
- Coaches of each representative team
- Estimated cost and inclusions/exclusions of tour levy
- Details of any compulsory training events
- Link to the selection policy
- Link to relevant Tour Memo
- Link to the conditions of entry of the championship, if available

In cases where information is character limited, the communication shall include a link to the NQ Touch website news articles.

To assist with preparation for event talent identification and muster weekends, the EOI will ask for nominations to be completed one week prior however EOI will be accepted up until the final day of the selection event.

7.4 Player eligibility

Players are considered eligible for consideration in the selection process if they are a financial member of an affiliate within the North Queensland region and:

- a) For NYC selection, players must attend the Junior State Cup North and/or the Selection Muster or apply for dispensation for non-attendance in accordance with Section 7.9. A player will not be granted dispensation for both events (Junior State Cup North and Selection Muster), ie. They MUST attend at least one of the events.
- b) Have not participated in a non-TFA affiliated touch football competition in the previous 12 months.
- c) Are registered for and currently playing in an affiliated North Queensland competition, or the season prior (senior or junior competitions).
- d) Are not subject to any current suspensions or judiciary penalties within a TFA affiliated competition.
- e) For NYC, players will only be considered for selection in their designated age division corresponding with their date of birth for the 12, 14, 16 and 18 divisions. A 15/16 year old may only be considered for selection in the 18's division through an exemption in accordance with Section 7.9.

7.5 Team Composition and Selection

The maximum number of players selected in each team will be determined by the conditions of entry of the event. The best available team will be selected and will only involve eligible players and approved dispensations (for squads, this will include only eligible players selected from the event and any approved dispensations). Teams position compositions will be determined by the team's coaches' criteria. Coaches and the selecting team will also be required to supply TID and selection paperwork to support their team's selection to the Coaching Director and NQTA Operations Manager. Confidentiality and privacy must be adhered to at all times.

All players must adhere to the Code of Conduct. Conduct from previous events may also be taken into consideration during the selection process. Concerns of this nature must be discussed with the Coaching Director, Technical Director and NQTA Operations Manager prior to finalising selections.

Any player from the initial squad selection may be considered as a replacement or shadow option if needed unless they are removed from the squad for a particular reason. Players performance at the event or Muster weekend will determine the order of selection.

Where the selection of 16 players is allowed under the conditions of entry players 15 and 16 will only be selected where there is a benefit to the team and the players are on a par with the team in relation to skills and performance. An application will need to be forwarded to the Coaching Director and NQTA Operations Manager with approval to be provided by the NQTA Management Committee. Note: Where 16 players are selected, two players will be required to sit out each game. It is a requirement that the same player is not sat out more than once across all competition matches. The process for player rotation will be provided in writing to the Coaching Director and NQTA Operations Manager and will be communicated clearly to players by the coaching team.

7.6 Notification of Player Selection Criteria

The selection criteria will be reviewed by the Technical Panel and will be provided to coaches and players prior to the selection event or muster. See Appendix A for Junior Selection Criteria and Skill Expectations.

The selection criteria will include an assessment of skills appropriate to the age division including catching, passing, roll ball, talking, organising, performing and understanding of set plays and game strategies

Players will be provided the criteria for selection prior to the selection event or muster. Coaches are required to provide feedback on the specific skills and to record the times for the measured fitness aspects for each player where requested. Feedback is required to be specific to each player based on their performance at the selection event or muster and be provided in a manner that will allow the player to improve their skills. Written feedback is to be provided to the NQTA office within one week following the selection event.

Players and/or parents/guardians can request written feedback via an email to NQTA Operations Manager. See section 7.10 for appeal of selection outcome.

7.7 Notification of Squads and Teams

Notifications of squads and teams will be announced in a timely manner (1-2 weeks) following the selection event/muster. Consensus must be reached by the coaching team based on the selection criteria. Naming of teams will be in accordance with section 7.5.

Squads and teams will be announced through:

- Email to players/parents/guardians
- North Queensland Touch Football Website
- North Queensland Touch Football Facebook
- North Queensland Touch Association Instagram

7.8 Declaration of conflict of interest

Any member of the coaching team, managers, selectors, NQTA Operations Manager and NQTA Management Committee must declare any family relationships to players within their respective division or approval process. Failure to declare the conflict of interest may lead to non-selection of the player, withdrawal of the player, removal of the coach, manager or selector and/or non-reappointment of staff for future representative tours.

7.9 Procedure for Dispensation for attendance at the Selection Event or Muster

A player may lodge a Request for Dispensation in writing to the NQTA Operation Manager for review by the Coaching Director and Technical Director and must be in accordance with the following:

- A player may only request one dispensation per Championship e.g. a junior player may request a dispensation for attendance at Junior State Cup North or a dispensation for attendance at the Muster. A player cannot be granted dispensation from both events.

- The request for dispensation must meet the intent of the selection policy and provide adequate justification e.g. medical, residential, alternate representative sporting commitments or other extenuating circumstances. N.B. a medical condition will require medical certificate or letter from a health professional stating the nature and probable length of recovery from the illness or injury. A request for exemption due to attendance at another sporting event will only be considered if the other sporting commitment does not have an ongoing impact on the players availability for muster or training e.g. a national athletics carnival being held on the same weekend where any ongoing commitment does not clash with touch football commitments.
- It is the responsibility of the player/player's parent/guardian to apply for dispensation and provide required documentation. This must be communicated via email no later than one week prior to the selection event or muster, unless in extenuating circumstances, ie. Illness, injury, etc. Verbal notification of dispensation by a player will not be accepted.
- Acceptance for dispensation does not equate to automatic selection into a squad or team.
- North Queensland Touch Football will give consideration on the information provided and reserves the right to refuse acceptance of any dispensations received.
- Exemption for players aged 15/16 years of age to be considered for selection into the 18's division will be based on consultation with the divisions' coaches, Technical Panel and NQTA Operations Manager. A maximum of two (2) players only will be given exemption for selection into the 18's division. The Players age, history and overall achievements will be considered to assist in the decision-making process that reflects the best outcome for the North Queensland region.

7.10 Appeal of selection process or denied dispensation request

A player/parent/guardian may lodge an appeal against the outcome of a selection process or a denied dispensation request. The application must be made in writing to the NQTA Operations Manager within 7 days of the notification of squads/teams or denied request for dispensation, along with any supporting evidence.

A selection appeal will be required to demonstrate that an equitable or consistent selection decision was not made and did not meet the intention of the Selection Policy with justification to be provided. An appeal against a denied request for dispensation will be required to demonstrate the intent of the policy has not been met with justification required.

Appeals will be referred to the Technical Panel (noting the need for exclusion and subsequent addition of personnel should there be any conflict of interest by any member of that panel). The panel will then decide on the matter in accordance with North Queensland Touch Football policies and the Touch Football Australia Member Protection Policy. The participant will be informed of the process used to consider the appeal and the outcome of the deliberations within 30 days of receiving the appeal decision.

A register of appeals will be maintained. The appeals will be reviewed annually when this policy is reviewed.

Appendix A: Selection Criteria for Junior Representatives (Skill Expectations)

U12 Boys - Age expectations

- Pass well on dominant side or on both sides, including spiral pass
- Accurate pass while running
- Accurate acting half pass off the ground
- Consistent catch technique
- 1 hand roll ball, 1 hand Initiate the touch
- Dominant hand roll ball side at speed
- Follow coach instructions and be a team player
- Eyes up to identify defenders
- Understand rucking and subset plans
- Understanding of defence policies and where short side is
- Knowledge of some line attack moves and basic understanding of why

U12 Girls - Age expectations

- Pass well on dominant side or on both sides
- Accurate pass while running
- Accurate acting half pass off the ground
- Consistent catch technique
- 1 hand roll ball, 1 hand Initiate the touch
- Dominant roll ball side at speed
- Follow coach instructions and be a team player
- Eyes up to identify defenders
- Understand rucking to sub box side
- Understanding of defence policies and where short side is
- Basic knowledge of line attack options/plays

U14 Boys - Age expectations

- Pass well on both sides
- Accurate pass while running
- Accurate acting half pass off the ground
- Consistent catch technique at speed
- 1 hand roll ball, 1 hand Initiate the touch
- Ruck and roll ball at speed and roll ball well both sides
- Follow coach instructions and be a team player
- Eyes up to identify defenders and spaces
- Understand rucking subsets,
- Playing to a plan in attack and defence
- Understanding of defence policies and where short side is
- Knowledge of line attacking plays

U14 Girls - Age expectations

- Pass well dominant side (ideally both sides)
- Accurate pass while running
- Accurate acting half pass off the ground
- Consistent catch technique at speed
- 1 hand roll ball, 1 hand initiate the touch
- Roll ball/ruck at speed & roll ball well both sides
- Follow coach instructions & be a team player
- Eyes up to identify defenders
- Understand rucking subsets,
- Playing to a game plan in attack and defence
- Understanding of defence policies and where short side is
- Knowledge of line attacking plays

U16 & 18 Girls - Age expectations

- Strong and accurate pass on both sides
- Accurate pass while running at speed
- Accurate acting half pass off the ground, short and long
- Consistent catch technique while running at speed
- 1 hand roll ball at speed
- Roll ball/ruck at speed & roll ball well both sides
- Follow coach instructions & be a team player
- Eyes up to identify defenders, scanning
- Understand rucking sub sets, playing to a plan in attack & defence
- Knowledge of attacking plays
- Ability & knowledge to change plans, plays etc on the run at coaches advice & on field observations in real time game play (not going through a move just because, identifying the defenders positions).
- Follow coach instructions & be a team player

U16 & 18 Boys - Age expectations

- Pass strong & accurate both sides
- Accurate pass while running at speed
- Accurate acting half pass off the ground, short & long
- Consistent catch technique while running at speed
- 1 hand roll ball at speed
- Roll ball/ruck at speed & roll ball well both sides
- Follow coach instructions & be a team player
- Eyes up to identify defenders, scanning
- Understand rucking subsets, playing to a plan in attack & defence
- Knowledge of attacking plays
- Ability & knowledge to change plans, plays etc on the run at coaches advice & on field observations in real time game play (not going through a move just because, identifying the defenders positions)
- Follow coach instructions & be a team player