

SELECTION POLICY

1 Preamble

- 1.1 The aim of this policy to ensure that VCA has a pool of match-ready and skilled players eligible to compete in elite competition and to foster the advancement of developing players.
- 1.2 The Victorian Croquet Association (VCA) provides the broad parameters of the VCA Selection Policy. The selectors operate within these parameters. The selectors wish to ensure that players are aware of the specific issues that the selectors will look for in the application of this policy. The policy is an open document available to players. Players can suggest modifications. The selectors will review the policy from time to time. Any changes made will be sent to the VCA Council for approval.
- 1.3 Separate Selection Committees will be appointed by the VCA Council for Association Croquet and Golf Croquet

2 Objectives of the Selection Committees

- 2.1 To provide opportunities for competitive play and to improve the standard of croquet in players of all levels.
- 2.2 To select players and reserves from within Victoria to play in the various squads and tournaments run by the VCA as listed in the annexes.
- 2.3 To select players to represent Victoria in interstate team competitions, the Eire Cup for Association Croquet and the WCF Shield for Golf Croquet.

3 The Selection Committees - Composition, Activities and Duties

Each Selection Committee:

- 3.1 Will consist of up to five members plus the VCA President or his/her delegate (who shall be a VCA Director) as an ex-officio member. Committees will be appointed by Council annually and nominations for appointment shall be accompanied by a statement outlining the nominee's experience and capability to undertake the role of selector. In the event that there are less than five nominations for a committee, the committee may invite suitably qualified persons for Council appointment to bring the committee membership to five. However, if there are less than three nominations, Council shall appoint suitable qualified persons to the committee.
- 3.2 Will be composed of experienced croquet persons, not necessarily active, but familiar with the standard of play for national and invitational events and who will attend medal events, important VCA fixtures and if possible some country events.
- 3.3 Will hold meetings throughout the year and keep records of these meetings. A copy of the minutes and copies of any supporting papers will be sent to the VCA Secretary within seven (7) days of the meeting.
- 3.4 Selectors are to declare any conflict of interest concerning themselves or family members being considered for selection for a team or event. They may then individually present their views on the team or event composition to only those other selectors who do not have a conflict of interest. They are not to be present during discussion or selection of that team or event. If the team or event comprises both genders and the conflict of interest applies only to one gender, then the provisions of the foregoing apply only to that part of the team or event. They must also be absent during the selection of the team captain and vice-captain, if the event requires such selection.
- 3.5 Will ensure that its proceedings are confidential.

- 3.6 Will ensure that players are informed of the timing of the selection of teams and squads. The state team will be selected at least 3 months prior to the event and the squads selected at least 6 months prior to selection.
- 3.7 May consult the relevant Victorian Team Squad Coach on all relevant committee discussions. The Coach may be invited to attend meetings to provide the committee with information relevant to their deliberations. The committee may consult experienced players if appropriate.
- 3.8 Will report to the VCA Annual General Meeting with a summary of the season's activities. On other occasions will report as required to Council or the Committee of Management (COM).
- 3.9 Will determine the availability of players and reserves and inform the players concerned.
- 3.10 Will manage the relevant Selector's Invitation events.
- 3.11 Will recommend players to represent Victoria in any other event.
- 3.12 Will ensure that the Chairperson of Selectors is available within 24 hours of the announcement of the provisional team to speak to players about their selection or non-selection and in doing so will provide specific written information (containing all reasons for non-selection) regarding the selectors' decisions as provided in this policy and a copy provided to the VCA Secretary.

4 Player Selection

4.1 Principles of Selection

- 4.1.1 Selectors consider tournament results, matches against specific players and current form as major factors in assessing performance.
- 4.1.2 When selecting players the selectors will normally only consider events that have occurred within the past twelve months.
- 4.1.3 Selectors may take into account the current national and international rankings of players being considered.
- 4.1.4 Selectors may publicly specify that a player's performance in a set of specific events shall be a contributory factor in the process of selection. These events include both VCA events and those expected to have significant participation by state and interstate players.
- 4.1.5 For certain events the selectors may choose players considered to have good potential to promote the success of the particular event or as part of the development of the player.

4.2 The following principles apply particularly to selection of the State Teams. Players are expected to:

- 4.2.1 enter and participate in specific events, which are detailed in Annex A for Association Croquet and Annex B for Golf Croquet .
 - 4.2.1.1 Selectors are looking for active and enthusiastic players. They expect that potential team players will enter for most of the major Victorian events held during the season.
 - 4.2.1.2 Selectors understand that players are also likely to be selected for national and international events in both codes of croquet, some of which involve practice weekends. Players are usually working full time. All these events are weekend events and players sometimes have considerable distances to travel, which can encroach on working days. The selectors take these factors into account when considering players attendance at events and team squad practice weekends.
- 4.2.2 be compatible and supportive team members. The ability to perform under pressure is considered, as will attitude to officials, tournament managers, referees, team managers, team coaches and fellow players. Any issues that arise concerning a player's attitude will only be taken into account where those issues arose within the last year unless the

player concerned has been advised by the selectors of issues that go back beyond this time frame.

- 4.2.3 be willing to assist the team coach in developing a working relationship in the team so as to promote a responsible attitude, commitment, trust, competence, respect, safety, honesty, professionalism, equity and sportsmanship among team members.
- 4.2.4 be a good ambassador for the sport, the Association and their club.
- 4.2.5 attend State Team practice sessions arranged by the Team Coach. Adhere to the State Squad training protocols as determined by the State Team Coach including mental, physical and tactical skills, nutrition guidelines and appropriate fitness levels.
- 4.2.6 be assessed by the state squad coach as to fitness in strength, flexibility and endurance.

4.3 Skills Assessment

- 4.3.1 Because results are not always definitive, selectors look at how the player achieves their results. The skills required and looked for in selecting players are listed in the relevant annexes. In selecting teams, selectors look for specific tie-breakers, which are listed in the relevant annexes, in addition to results
- 4.3.2 Having specific criteria:
 - 4.3.2.1 gives players a better guide to what selectors are looking for
 - 4.3.2.2 allows Coaches and players to identify areas for improvement, and
 - 4.3.2.3 provides Selectors with more concrete reasons for selecting one person ahead of another.

5 Guidelines for Selectors When Selecting Players for the Various Squads and Scheduled Events

- 5.1 State Team Squad.** The selectors will select players for the State Team Squad after verifying that those selected are willing to accept membership of the State Team if selected. From this Squad the State Team will be selected. Additional players may be added to the Squad during the season. If not already an accredited referee, referee accreditation must be obtained before being eligible for selection to the state team.

Process of selection

- 5.1.1 The selectors will consult the State Team Squad Coach.
- 5.1.2 There will be no specific number of players in the squad.
- 5.1.3 The selectors will use the criteria listed in Annex A or B as appropriate and will choose active players who have been in the team in recent years and improving players who show team potential.

Requirements for Selection

- 5.1.4 Read and Sign the State Team Squad Agreement Form at Appendix 2 to Annex C and return to VCA Secretary. The Form to be completed when players are selected for the State Team Squad and received by the due date.

5.2 Development Squad

Process of selection

- 5.2.1 The selectors will consult the State Director of Coaching and the State Team Squad Coach.
- 5.2.2 There will be no specific number of players.
- 5.2.3 The selectors will select players showing potential to develop to State Team Squad membership over a period of 2-3 years and then meet State Team selection criteria.

- 5.3 State Team.** Selectors will select players for the Victorian State Teams.
- 5.3.1 The team for the Interstate (Eire) Cup will consist of four men and four women players. The selectors will also select one male and one female reserve, non-travelling, unless decided otherwise on an annual basis by the selectors, in which case the team shall consist of five men and five women players of which one man and one woman will be named as reserves.
- 5.3.2. The team for the Interstate Shield will consist of four men and four women players. The selectors will also select one male and one female reserve non-travelling, unless decided otherwise on an annual basis by the selectors, in which case the team shall consist of five men and five women players of which one man and one woman will be named as reserves.
- 5.3.3 In the event that all eligible members of the State Squad have been invited to be part of the State Team, but the team is not yet complete, Selectors may invite players from outside the Squad that meet all other requirements.
- 5.3.4 The selectors will select a Captain and a Vice Captain from the members of the State Team, one female, the other male. The Captain must be prepared for public speaking.
- 5.3.5 Players will be provisionally offered a place in the team subject to their acceptance and agreement and all State Team Squad members notified within 24 hours of the meeting.
- 5.3.6 Team membership will not be confirmed until the requirements of 5.3.5 have been met and it is known that that no appeal against non-selection will be lodged. Within 24 hours of confirmation of the team, State team Squad members will be advised by email or phone and the team published.

Basic Requirements for State Team Selection

- 5.3.7 Players must sign the State Team Player Agreement (sample at Appendix 3 to Annex C of this policy) if selected for the team and return it to the VCA Secretary no later than 14 days after the final team is announced.
- 5.3.8 Players should acknowledge in the document signed that they have read, understood and agree to abide by the conditions of the documents listed below.
- 5.3.9 Any player who accepts an invitation for any event and fails to play in that event without good reason will not be considered for selection in any national event for at least the next 12 months. The selectors are unable to waive this requirement.
- 5.3.10 If a player is selected and accepts but is then unable to play in an event, the selectors and the player should resolve this immediately. If the selectors, after considering the facts, do not believe that good reason has been shown the player will not be eligible for selection to represent Victoria during the next 12 months. The player may appeal this decision in terms of the appeals process detailed below.
- 5.3.11 The ACA Player Code of Behaviour applies to players selected to represent Victoria. Breaches of this code may result in expulsion from the team and/or disqualification from selection for future teams or events for a period of up to 2 years.
- 5.3.12 The selectors cannot consider a player for selection to represent Victoria if that player is suspended in terms of ACA Regulation 63 - Doping Policy, 65.1 - Conduct of players or 66.2 - harassment free sport.

- 5.3.13 Players suspended from international, national or state play will not be selected
- 5.3.14 Players selected to be a state representative in the Eire Cup or the WCF Shield must, at the time of selection:
- be a member of a club affiliated with the VCA,
 - have passed the relevant examination to be an ACA accredited referee, and
 - be a full time resident of Victoria, or resident within the vicinity of their club (if that club is located outside Victoria) for a period of at least 3 months.

5.4. Other considerations

- 5.4.1 Selectors should not be influenced by consideration of cost in making their choice. VCA will, where possible, assist those selected to play.
- 5.4.2 Age is not a consideration in selection of a player but physical fitness must be recognised as essential.
- 5.4.3 The selectors will use the Principles of Selection (Section 4.1 of this policy) and the criteria outlined in the Gold Tier Skill assessment.(contained in Annex A of this policy) to select the team.
- 5.4.4 The State Team will be selected from players fulfilling the basic requirements (5.3.6 – 5.3.11 above)
- 5.4.5 It is recognised that not every player selected for the team will possess all of the skills that are listed.

6. Selection Criteria for Teams and Events other than the State Team

6.1 The Victorian A Teams

The Victorian A Teams will consist of eight players, not necessarily from the State Team Squad.

6.2 The Australian Medal Competitions

Selections are made in accordance with Australian Croquet Association Tournament Regulations, Items 29 & 30.

6.3 Other Victorian Events

Refer to Annexes A and B for appropriate selection criteria.

7. Further Matters Concerning State Team Squad and State Team Players

7.1 Counselling Process

- 7.1.1 Players must be made aware of any issues that may affect their chances of selection to represent Victoria as soon as they arise, or on request of the player.
- 7.1.2 Selectors must ensure that players are aware of these issues and provide the opportunity for players to discuss these issues with selectors. The Chairperson of the Selection Committee or the Chairperson's delegate will be responsible for liaising with players in any State Squad and other players that are in contention for selection.
- 7.1.3 Selectors will only consider issues that fall within the relevant time frame.
- 7.1.4 Issues will be documented and players given a copy of the document. Preferably this will be an agreed record of the discussion between the chairperson or his/her delegate and the person concerned should any dispute arises concerning this record. The Chairperson of selectors will attempt to resolve this dispute within one month. If the issue is not resolved within that time frame then it goes to mediation, in accordance with the VCA Constitution.

7.2 Extenuating Circumstances

- 7.2.1 In considering the performances of players at events, trials, training camps or other attendances required under this policy the selectors may at their discretion give weight to extenuating factors. Players unable to take part in these events must advise the selectors in writing of this fact and the reasons for non-attendance before the commencement of the event in question.
- 7.2.2 In the case of illness or injury, players may be required to undergo a medical examination by a doctor or doctors nominated by the VCA. In case of bereavement, equipment failure, travel delays or other reasons a decision will be made by the Selection Committee.

7.3 Replacement of a player

- 7.3.1 If a player is injured the selectors may determine a standard of fitness needed to be met by that player. If the player is unable to meet that standard the Selection Committee in consultation with the State Team Coach may select a replacement.
- 7.3.2 The State Team Captain will select a replacement player (the selected reserve if possible and available) for the Victorian Team on tour after consultation with any member of the Selection Committee or Committee of Management member that may be present or contactable.

7.4 Removal of a player from the squad or team

A player may be removed from the squad or team if he or she:

- 7.4.1 Breaches or fails to observe this policy
- 7.4.2 By reason of illness or injury is unable to perform to the required standard in the opinion of the selection committee (after having received advice from a medical practitioner).
- 7.4.3 Breaches or fail to fulfil a requirement of the ACA anti-doping Policy
- 7.4.4 Breaches or fails to observe the State Squad /Team Agreement
- 7.4.5 Breaches the ACA Player Code of Behaviour
- 7.4.6 Fail to adhere fully to the specified training

8 Appeals

- 8.1 The only grounds for appeal are that the Selection Policy was not properly followed and/or implemented
- 8.2 There is no right of appeal against any decision made by the Selection Committee in respect of:
 - 8.2.1 Principles of Selection providing that the counselling process has been followed or,
 - 8.2.2 Replacement or Removal of a player, provided that the removal was in accordance with Item 7 above.
- 8.3 An appeal by a player against non-selection or removal from the State Team must be made to the VCA Appeal Panel.
- 8.4 Any appeal must accord with the following procedure:
 - 8.4.1 The appellant must give written notice of their appeal to the VCA Secretary within 48 hours of the announcement of the decision against which the appeal is being made.
 - 8.4.2 Within 5 working days of submitting their written notice of appeal the appellant must submit to the VCA Secretary the grounds for that appeal in writing and accompanied by a deposit of \$200 payable to the Victorian Croquet Association.
- 8.5 The VCA Appeal Panel will comprise the following persons appointed by the VCA Committee Of Management, selected from a group of six appointed by Council annually at its June meeting:

- 8.5.1 Three persons, of whom at least one has an understanding of the selection policy.
- 8.5.2 No person is eligible to be appointed to the panel if that person is a member of the VCA Council or a VCA Selection Committee or by reason of their relationship with the appellant or any member of the Council or Selection Committee that may be seen as rendering that person as other than impartial in the consideration of the appeal.
- 8.6 The Chairperson of the Panel will convene a meeting within seven (7) days of the submission of the grounds of appeal. The hearing may occur in such manner as the Chairperson decides, including telephone, video conferencing, e-mail or other such format as agreed by the Panel.
- 8.7 Prior to the hearing the VCA Secretary will provide to the Panel a copy of the Selection Committee's reasons for non-selection of the appellant, which must include all reasons for non-selection (Para 3.12 refers).
- 8.8 The Panel may dismiss or uphold the appeal and advise the VCA Secretary of its decision in writing (or by email) within 24 hours of the decision being reached. If, as a result of the appeal, there are no remaining reasons for non-selection of the player, the Selection Committee must reverse the non-selection and make adjustments to the selected players to include the successful appellant. Any such reasons for non-selection must have been given in writing to the player before the appeal was lodged (refer 8.7 above).
- 8.9 The Panel is not bound by the rules of evidence but will observe the principles of procedural fairness and Natural justice. The Panel may obtain information from any player likely to be disadvantaged by its decision.
- 8.10 No party to the appeal will be legally represented except where the Panel believes that involvement of lawyers is warranted in the case of complex legal issues. However, the legal representatives of the appellant or of the Selection Committee may make written submissions to the Panel.
- 8.11 The Panel will give its decision as soon as practicable after the hearing and will provide the appellant, the Chairman of the Selection Committee and the VCA Secretary with a statement of the reasons for its decision.
- 8.12 Failure to observe the above time limits will render any appeal a nullity, provided that a player may apply to the Appeal Panel for an extension of time in which to commence the appeal. Any extension of time to commence the appeal will only be granted in extenuating circumstances outside the control of the player concerned.
- 8.13 The findings of the VCA Appeal Panel are final.
- 8.14 VCA will refund all of the deposit referred to in 8.4.2 above where an appeal is upheld.

Authorisation

Approved by Council



Honorary Secretary
16 June 2015

Matters Specific to Association Croquet

Eligibility

To be eligible for the Victorian Team players are expected to enter and participate in at least three of the following events: National Championships, Interstate Cup, Australian Croquet Association (ACA) Presidents Eight's, ACA Gold Medal, Australian Bronze Medal, Victorian Gold Cup, Victorian Silver Shield, the current Victorian Men's and Women's Open Championships, Victorian Women's Invitation, Selectors Invitation, Victorian Open Championships and the Team Squad Doubles.

Specific Tie-breakers

❖ **Gold Tiers A and B** (For selecting players for the State Team and for Gold level events)

- **Gold Tier A**
 - Success at triple peeling including delayed triple peeling
 - A high % roquet
 - Low % of unforced errors
 - Demonstrates an excellent tactical knowledge of advanced play and pegged out games
 - Demonstrates an excellent tactical knowledge of end games in timed games
 - Successful, experienced and compatible doubles player
 - A good knowledge of the Laws of Association Croquet
 - Ability to regularly make a break from the third, fourth and fifth turn of the game
 - Ability to build a maximum break from the opponents leave, from an opponent's failed break or from 'nothing' (e.g. a defensive leave or defensive opening)
 - Ability to complete a break leaving a high quality attacking leave
 - Ability to finish a break in control (an attacking leave or a quality defensive leave) after an uncompleted triple peel (no peels, or 4 back peel only, or failed 4 back peel only)
 - Ability to complete a second break to the peg with a peel of 4 back.
 - A reasonable % of TPO's
 - Doesn't indulge in low % play
 - Completes games in under 2 hours
- **Gold Tier B**
 - Ability to consistently produce 9-12-5 or 9-11-6 breaks (9-11-6:deliberately delaying the rover hoop in order to peel during the final break
 - A high % roquet
 - A low % of unforced errors
 - Demonstrates a good tactical knowledge of advanced play and pegged out games
 - Demonstrates a good tactical knowledge of the end game in timed games
 - Successful, experienced and compatible doubles player

**Annex A to
VCA Selection Policy**

- A good knowledge of the Laws of Association Croquet
- Ability to regularly make a break from the fourth and fifth turn of the game
- Ability to build a maximum break from the opponents leave, from an opponent's failed break or from 'nothing' (e.g. a defensive leave or defensive opening)
- Ability to complete a break leaving a high quality attacking leave
- Ability to finish a break in control (an attacking leave or a quality defensive leave) after a failed 4 back peel or disintegrating break)
- Ability to complete a second break to the peg including a peel of 4 back.
- Doesn't indulge in low% play
- Completes most games in under 2 hours.

❖ **Silver Tier**

- Ability to regularly produce 9-12-5 breaks
- A reliable roquet
- A low to medium % of unforced errors
- Demonstrates a good tactical Knowledge of advanced play and a growing understanding of pegged out games
- Demonstrates a good tactical knowledge of end games in timed games
- Compatible doubles player
- A good knowledge of the Laws of Association Croquet
- Ability to make a break from the fourth and fifth turns of the game
- Ability to make a full break from the opponents leave or opponents failed break.
- A decreasing indulgence for low % play
- Completes most games within the 2.5 hour time limit.

❖ **Bronze Tier**

- Ability to produce 9-12-5 breaks
- A reliable roquet
- A medium % of unforced errors
- Demonstrates an improving knowledge of advanced play and a growing understanding of pegged out games
- Demonstrates an improving knowledge of end games in timed games
- Has experienced doubles play
- A good knowledge of the laws
- Ability to build a full break from the fourth and fifth turns
- Ability to build a full break from the opponents leave or failed break
- A decreasing indulgence for low % play
- Most games are over two hours and go to time

Selection Criteria for Teams and Events other than the State Team

Victorian Gold Cup (8-10 players). Silver Shield (6-8 players) & Bronze Shield (6-8 players)

These events include all available members of the Victorian State Team

The Australian rankings will be used as a guide taking into account new and improving players whose rankings may not be accurate. Selectors will list the players in order of playing strength.

These events are all held on the one weekend. All selected players will be notified and the first 8-10 acceptances in order of playing strength will play for the Gold Cup. The next 6-8 acceptances will play for the Silver Shield and the remaining 6-8 acceptances will play for the Bronze Shield.

Women's Invitation (6-8 players)

The strongest players using the same skills criteria as for the Victorian State Team.

Team Squad Doubles

To be decided by State Team Coach.

Selectors Invitation (12-16 players in 2 blocks)

Selectors have discretion to omit the players who were selected for the Australian Bronze Medal and include recent improvers and long standing players showing form and enthusiasm.

Victorian Silver Medal (6-8 players)

Players in the handicap range 2 to 5 particularly improving players. Players who have been in the state team are not eligible nor are players who have previously won this event. Players who have been in this event previously can be selected but preference is given to new players. Players outside this range can still be selected.

Victorian Bronze Medal (6-8 players)

For players in the handicap range 6 or more. Players outside this range can still be selected.

Clubs are invited to nominate players for this event. This is done by contacting club secretaries by e-mail and a notice in Malletsports Victoria magazine.

Matters Specific to Golf Croquet

Eligibility

To be eligible for the Victorian Team players are expected to enter and participate in the VCA Golf Croquet Championships and at least two other significant open tournaments e.g. Golf Croquet Regional Championships; a Selectors Invitation; National Golf Croquet Championships including the previous Interstate Shield; ACA President's Tens; World Championships. Overseas Championships are acceptable as long as the player also shows a commitment to Victorian events.

Specific Tiebreaker Skills

- 1` A high % accurate hit
- 2 Ability to run long hoops
- 3 Ability to hit the opponent away from a long distance.
- 4 Ability to hit a partner ball accurately towards the next hoop
- 5 Ability to accurately place a ball from any distance
- 6 Ability to play hard (stun?) clearing shots.
- 7 A consistent % in executing the full and half jump shot
- 8 A low % of unforced errors
- 9 Demonstrates an excellent tactical knowledge (or an excellent knowledge of tactics)
- 10 Demonstrated ability to play with a doubles partner
- 11 A good knowledge of the Rules of Golf Croquet

Selection Criteria for Teams and Events other than the State Team

Selectors Invitation (12-16 players)

Selectors have discretion to omit the players who were selected for the Australian Bronze Medal and include recent improvers and long standing players showing form and enthusiasm.

Administrative Procedures for State Teams

Procedures to be followed by players, VCA Secretary, VCA Administrative Officer and the Team captain are detailed in Appendix 1 to this Annex.

When selected for a State Squad, players are to complete the form at Appendix 2 to this Annex and forward it to the VCA Secretary.

When selected for a State Team. A player is to complete and sign the form at Appendix 3 to this Annex and forward it to the VCA Secretary. This is to be done within fourteen days (14) days. Players are also required to forward head and shoulder photographs and croquet biographies to the VCA Secretary, suitable for publication in croquet magazines and event programs



State Teams Procedures

Introduction

This procedure deals with the selection, announcement and recording of, and presentations to, teams representing Croquet Victoria in interstate competitions, currently the Eire Cup in Association Croquet (AC) and the WCF Shield in Golf Croquet (GC).

Selection

The squads and teams are to be selected in accordance with VCA Selection Policy. The Chairman or Secretary of the relevant Selection Committee may inform selected players, and inform the VCA Secretary of the squad/team members once this has been done.

Players selected for the State Team Squad are to complete and return the Acceptance of Selection for the State Team Squad form at Appendix 1, within the required time.

Players subsequently selected for the State Team are to complete the relevant Player Agreement (sample at Appendix 2) and return to the VCA Secretary, within fourteen (14) days of the finalisation of the team composition.

Non-compliance with the timelines in the above two paragraphs may result in the offer/s being withdrawn.

Croquet Victoria Secretary Responsibility

The Secretary is to:

- maintain a register of all members of State Teams, showing which year/s members were in the team and which team/s;
- ensure that a completed copy of the State Team Player Agreement is held in respect of each team member;
- arrange for an announcement of the team members to be posted to the Croquet Victoria website;
- advise team members of their entitlement to team clothing and ensure that the VCA Administrator is advised of necessary sizes/measurements;
- obtain a biographical précis and photo from each player, and forward these to *Malletsports Victoria* and *Croquet Australia* magazines and to ACA and/or the State Association hosting the Eire Cup or WCF Shield competition, as appropriate or requested;
- advise the Administrative Officer of the requirement for team clothing and badges;
- ensure that arrangements are in place for any trophies held to be suitable engraved, exhibited throughout the state and subsequently transported back to the event.

Team Captain's Responsibility

The team captain is to:

- advise the Treasurer and Administrative Officer of the teams' wishes in regards to the distribution of the VCA financial contribution towards accommodation, travel and living expenses (Reference C, 4. *VCA Obligations*). Specifically, whether cheques are to be drawn in favour of providers of services such as accommodation, vehicle

hire, etc. with any excess to team members or whether in equal amounts in favour of team members for them to make their own arrangements: and

- In conjunction with the Secretary, ensure that any trophies held by VCA from the previous event are returned for presentation at the forthcoming event.

Croquet Victoria Administrative Officer Responsibility

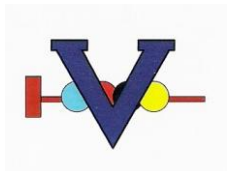
The Administrative Officer is to:

- maintain an adequate stock of State Team Badges, VCA Hatbands and VCA Caps;
- arrange for purchase of appropriate team clothing, once advised of requirements and sizes;
- disburse the VCA financial contribution to members;
- ensure that required items, as advised by the Secretary and Treasurer, are available for presentation at the appropriate time; and
- claim reimbursement from ACA for any engraving of trophies.

Presentation

The State Team captain and coach are to arrange a suitable practice session at Victorian Croquet Centre, Cairnlea as late as practicable prior to team members leaving to compete in the Gold Cup, Men's & Women's Open Championships and the interstate competition, and notify the VCA President, Secretary and Administration Officer of the dates.

The presentation of appropriate items of clothing and State Team Badges will be made by the VCA President or their delegate at the final practice session, at a mutually agreeable time.



CROQUET VICTORIA

The Victorian Croquet Association Inc. A0001560E ABN 91 903 271 264
65 Nobel Banks Drive Cairnlea Vic 3023

Acceptance of selection for the Association Croquet State Team Squad

I, Name
..... Postal Address
.....
..... Phone
..... E-mail

accept selection for the State Association Croquet Team Squad

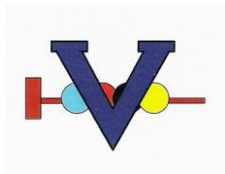
At the time of signing this form I acknowledge that:

- a) I am conversant with the current VCA Selection Policy, ACA Member Protection Policy, the ACA Anti-doping Policy and the ACA Player Code of Behaviour.
(*Note: These policies are available from the ACA website or the VCA Secretary*)
- b) I agree to abide by the terms and conditions of the selection policy.
- c) Should I be selected, I will be available to play for the Victorian State Team or in the Victorian A Team.
- d) I understand that there may be some expense involved in attending the squad practice sessions, camps and competitions that may be arranged by the State Squad Coach.

Player's signature.....

Date.....

When completed forward this form to the VCA Secretary
secretary@croquetvic.asn.au or
private postal address



CROQUET VICTORIA

The Victorian Croquet Association Inc. A0001560E ABN 91 903 271 264
65 Nobel Banks Drive Cairnlea Vic 3023

Acceptance of selection for the Golf Croquet State Team Squad

I, Name
..... Postal Address
.....
..... Phone
..... E-mail

accept selection for the State Golf Croquet Team Squad

At the time of signing this form I acknowledge that:

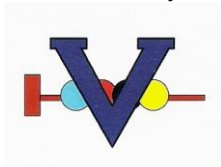
- a) I am conversant with the current VCA Selection Policy, ACA Member Protection Policy, the ACA Anti-doping Policy and the ACA Player Code of Behaviour.
(*Note: These policies are available from the ACA website or the VCA Secretary*)
- b) I agree to abide by the terms and conditions of the selection policy.
- c) Should I be selected, I will be available to play for the Victorian State Team or in the Victorian A Team.
- d) I understand that there may be some expense involved in attending the squad practice sessions, camps and competitions that may be arranged by the State Squad Coach.

Player's signature.....

Date.....

* Delete as necessary

When completed forward this form to the VCA Secretary
secretary@croquetvic.asn.au or
private postal address



CROQUET VICTORIA

The Victorian Croquet Association Inc.
A0001560E ABN 91 903 271 264
65 Nobel Banks Drive Cairnlea Vic 3023

Phone 03 8361 8887

E-mail: administration@croquetvic.asn.au

AGREEMENT

THIS AGREEMENT IS MADE BETWEEN THE VICTORIAN CROQUET ASSOCIATION INC. ('VCA') of 65 Nobel Banks Drive, Cairnlea 3023 in the State of Victoria and the player identified in Schedule 1 to this agreement.

BACKGROUND

- A The *(insert event)*, hereafter referred to as the competition, is to be held in *(insert city/location)* from *(insert inclusive dates)*
- B VCA selects players to represent Victoria in the State Team for the competition.
- C The Player is available for selection to represent Victoria in the State Team for the competition.
- D VCA and the Player wish to enter into an Agreement to record their respective duties and obligations to come into effect immediately the Player accepts a position in the Victorian State Team for the competition.
- E VCA and the Player intend to be bound unconditionally by the terms of this Agreement.
- F The purpose and scope of this Agreement is to cover the Player's preparation for and participation in the competition.

NOW THIS AGREEMENT PROVIDES AS FOLLOWS:

1. Relationship between VCA and the Player

There is no employer/employee relationship between VCA and the Player but the player undertakes to provide services to VCA and meet his/her obligations to VCA as set out in clause 3. Player's Obligations below for the consideration set out in 4. VCA Obligations below

2. Term of the Agreement

This Agreement comes into effect on the date of acceptance by the Player and on the acceptance of a position in the State Team and continues until the conclusion of the competition.

3. Player's Obligations

Membership of Club

The Player declares that he/she is a financial member of a Regional Association, or of a Croquet or Mallet Sports Club that is a member of a Regional Association, affiliated with VCA at the date of this Agreement

Residence

The Player declares that, at the date of this Agreement, he/she has his/her principal place of residence in the State of Victoria or he/she is an affiliated member of a club affiliated with Croquet Victoria and his/her principal place of residence is in the vicinity of that club.

Exclusivity

The Player declares that he/she has not represented a country other than Australia at an international event in the twelve months immediately preceding the date of this Agreement and undertakes not to play croquet for a State Croquet Association other than Victoria during the term of this Agreement.

Best Effort

The Player will during the term of this Agreement play the game of croquet to the best of his/her skill and ability at all practice and training sessions, all competitive events, and at all times during the competition.

Competitive Skills

The Player will in collaboration with the State Team Coach develop a personal plan for the approval of the Coach to compete in Club, State and/or National croquet tournaments and events so as to maintain, develop and enhance his/her competitive skills during the term of this Agreement.

Preparation for Competition

The Player undertakes to prepare himself/herself fully for the competition both mentally and physically by engaging in a regime of personal practice and preparation so as to be mentally and physically fit and ready for competitive play at State representative level, such regime of personal practice and preparation to be developed in collaboration with the State Team Coach and approved by the Coach.

Training

The Player will attend at least two of the three scheduled official State Team training sessions, to be notified to the Player by the Coach, one or more of which may be held in a regional area in Victoria, unless the Player is given express permission by the State Team Coach to participate in an approved tournament or fixture in lieu of State Team training.

Behaviour

The Player will at all times act as an ambassador for Croquet Victoria.

The Player will play the game of croquet at all times in a sportsmanlike manner and in the spirit of fair play and will at all times during the competition conduct himself/herself in a manner befitting a representative of the State of Victoria so as not to bring VCA or the game of croquet into disrepute.

The Player will refrain from acts of misconduct including but not limited to: accepting or failing to report a bribe; not playing on merits; betting or gambling on the outcome of a game in which the Player is participating; drug offences (taking or supplying the same); drunkenness; offensive language; rowdy behaviour, or other conduct prejudicial to the interests and wellbeing of other croquet players, officials or the VCA.

Reasonable Directions

The Player will obey all reasonable directions and decisions of the State Team Coach, Captain and Team Manager arising under this Agreement in relation to the training, practice and playing of the game of croquet prior to and during the competition.

Games

The Player will play in all games and matches for which he/she is selected by VCA

Rules

The Player will comply with all By-laws, Rules and Regulations of the Australian Croquet Association relating to the game of croquet during the competition.

Dress Code

The Player will comply with the reasonable standards of dress as set by VCA with respect to the wearing of team uniform and in particular will wear team uniform at all practice sessions prior to the competition, during competitive play at the competition, and at reception events during and immediately following the conclusion of the competition.

Team Duties and Activities

The Player will actively support and encourage his/her State Team members, actively participate in Team meetings, and actively contribute to the necessary tasks connected with the living arrangements of the Team during the competition.

Drug Testing

The Player agrees to undergo drug testing if and when requested to do so by VCA or the Australian Croquet Association Inc and undertakes to meet all the requirements of the Anti-Doping Policy of the Australian Croquet Association Inc. (Policy on Croquet Australia Website www.croquet-australia.com.au)

Accommodation

The Players will arrange:

- Accommodation in vicinity of the venue/s of the Competition for members of the State Team;
- Transport between the Team's accommodation and all playing venues at the Competition.

Equipment

The Player will provide his/her own mallet and a mallet cover suitable for travel.

Playing and General Apparel

The Player is responsible for acquiring his/her own team blazer with embroidered pocket, approved tracksuit, suitable predominantly white sportswear or approved club or state uniform, appropriate flat-soled footwear, and hat.

4. VCA Obligations

VCA will promote the Player as part of the State team to all croquet players of the State of Victoria, and the general community, and will arrange a farewell reception for the Player at which the Player will receive the following items in consideration of this Agreement:

- A Victorian Team badge if the player is representing Victoria for the first time;
- Player's choice of a Victorian Team hatband or Victorian Cap if the player is representing Victoria for the first time;
- Two Team shirts if the player is representing Victoria for the first time, or for the third time in the past five years;
- An amount, to be determined, towards the cost of accommodation, travel and living expenses at the Competition.

5. Injury, Illness or Misadventure

If by reason of injury, illness or misadventure the Player is unable to participate or continue to participate in any training or practice sessions of the State Team, or is unable to compete or continue to compete in the Competition, VCA may at its absolute discretion replace or substitute the Player with another player or a reserve player, and may require the Player to refund to VCA any moneys received in the clause 4. VCA Obligations above.

6. Suspension

If the Player breaches any of the obligations outlined in clause 3 above, VCA may, at its absolute discretion, suspend the Player from the State Team and require him/her to refund to VCA any moneys received in the clause 4. VCA Obligations above.

7. Indemnity

The Player indemnifies VCA from any costs or claims made against VCA arising out of any or all of the Player's actions or failings in this Agreement.

8. Health Insurance

The Player is responsible for his/her own private health insurance premiums if any.

9. Authority of VCA

VCA warrants that it has the authority to select the Player to represent the State in the Competition and to appoint the Team Captain, the Team Coach, and the Team Manager.

The Player accepts VCA's authority to appoint State Team players, the Team Captain, the Team Coach and the Team Manager.

10. Disputes

In the event of any dispute arising out of the terms, conditions or meaning of this Agreement, VCA and the Player agree to abide by the grievance procedures in the VCA Rules of Incorporation, each party to be equally responsible for the costs of the mediation, but solely responsible for its own costs of representation at the mediation, if any.

11. Termination

If for any reason outside the control of VCA the Competition is cancelled, deferred or postponed, VCA may terminate this Agreement upon 14 days notice in writing to the Player, in which event the Player will return to VCA anything s/he has received under the clause 4. VCA Obligations

If for any reason the Player decides to cease competitive play in croquet, s/he may terminate this Agreement upon 14 days notice in writing to VCA, in which event the Player will return to VCA anything he/she has received under the clause 4. VCA Obligations

12. Jurisdiction

VCA and the Player agree that the laws governing this Agreement are those in force in the State of Victoria.

Schedule 1

Player (Name)

Postal Address

.....

SIGNED by the Player.....

In the presence of.....

Date:.....

SIGNED for and on behalf of VCA Inc by:.....
(President/Vice-President/Secretary/Treasurer)

In the presence of.....

Date: