



# British Triathlon

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World Class Performance Programme  
Paratriathlon Guide Policy  
Tokyo Cycle

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## Introduction

This document outlines the process agreed between the British Triathlon World Class Performance Programme (WCPP) and UK Sport for the assessment of Visually Impaired (VI) WCPP athlete guides (Guides) for inclusion on the 2018 - 19 WCPP for Paratriathlon.

UK Sport have allocated the British Triathlon Federation (BTF) a maximum number of WCPP 'athlete places' in order to support Paratriathletes to win medals at the Tokyo Paralympic Games ("the Games") - currently set at 16. In order to specifically enhance the medal winning capacity of British VI athletes at the Games, BTF have been granted permission by UK Sport to utilise any unused WCPP athlete places to support Guides (though, pursuant to stage 4 of the selection process below, the final decision remains with UK Sport).

Therefore, subject to places being available on the WCPP (following selection of athletes for the 2018/19 WCPP), those individuals best suited to fulfilling a Guide role may be chosen for support via the WCPP. This support may come in various forms - which depends on the needs of the athletes on the WCPP - and this document seeks to clarify how BTF will determine which support to provide.

During the autumn of 2018, individuals will be assessed in order to fulfil either a Training and/or Racing Guide Role. BTF envisage undertaking a single selection process (as outlined below) which will result in the selection of Training/Racing Guides for support for the remainder of the Tokyo Cycle. However, should BTF be in the favourable position in which there are a greater number of athletes/Guides chosen for WCPP membership than there are WCPP places available, athletes will be prioritised ahead of Guides. In such a scenario, BTF will then undertake a review of the impact and value of the Guides supported via the WCPP at that time and allocate athlete places to those who offer the greatest impact on an athlete's potential to win a medal at the Tokyo Paralympic Games (see Conditions of Retention section below).

## What is a Training/Racing Guide?

An overview of the two distinct roles for which BTF are recruiting is provided below:

### Training Guide

The varying standards of each athlete will direct a different approach to how training is best supported, but the underlying approach from a Training Guide should be to help support the athlete fulfil their training potential through a mixture of guided sessions and positive impact on group training. A Training Guide should:

- have a thorough understanding of the athlete's Individual Performance Plan, and the Performance Standards being targeted, and how this will manifest itself into a weekly training schedule;
- agree with the athlete and coach which sessions will be guided, with the expectation that all three disciplines are guided on a regular basis as agreed between the team;
- have the reasonable ability and willingness to travel to the daily training environment of the athlete, even if those environments change;
- should be willing to help drive overall standards within the group, through high standards of behaviour, role modelling and, when appropriate, assisting the training of our other non-VI athletes.

This role is critical in supporting athlete development within our VI category, and in some cases across the wider team too. Support will therefore be offered in the following areas:

- Access to all Paratriathlon WCPP sessions (in a venue appropriate for the athlete(s) being supported) - i.e. swim, bike, run and S&C - with the emphasis being on VI support (but where appropriate to support a Guide's own athletic development);
- Access to coaching advice through the team of coaches in the WCPP;
- Access to appropriate science/medicine support via WCPP practitioners;
- Access to medical insurance to ensure illness and injury can be treated via the same system as WCPP athletes;

- Creation of an individual lifestyle plan - supported via the WCPP's Performance Lifestyle advisor - with input from the Head Coach/Performance Director - to ensure Guides' achieve a healthy balance between their responsibilities to the WCPP and life outside of Triathlon.
- Financial assistance to cover expenses directly related to the Guide role (as agreed by the Head Coach);
- Training kit (availability/amount determined by the volume of day-to-day training supported by the Guide); and
- Access to a means tested Athlete Performance Award (APA) - the exact level of which will be determined based on the volume of daily training environment support which is provided by the Guide (based on athlete need and/or Guide availability) - as described in the table at stage 3 of the Selection Process below.

### Racing Guide

The role of a Racing Guide is a significant shift to a Training Guide - though no less important. Racing Guides specifically need to understand the dynamic of racing at a high level to ensure they can be an enhancing support to the athlete in the most important and pressured environments of that athlete's year and/or career. As such, BTF are uncompromising in the standards expected of Racing Guides - from physical, technical, behavioural and cultural perspectives.

With this comes the need for Racing Guides to thoroughly (and instinctively) understand race tactics/dynamics, and the impact that these have on a race plan. To complement these sport specific skills, it is also vital that the Guide has high emotional and behavioural intelligence to understand how their behaviours can most positively impact both themselves, and the athlete(s) that they support.

Whilst the role of a Racing Guide is - as the name suggests - to support athletes during competition itself, there may be individuals who are suited to fulfilling a dual Racing and Training Guide role. Even where this is not the case, Racing Guides will be expected to be present in the athlete(s)'s daily training environment for at least 3 cumulative weeks' training (prior to race delivery) in order to hone racing skills, communication and teamwork.

The skill of guiding often comes with racing. Therefore, as a Racing Guide there would be an expectation to guide athletes in more than one race in any given year. Ideally, Racing Guides would have the ability to string together several races (potentially with different athletes) to ensure delivery at the milestone event of year is maximised.

BTF are searching for the highest quality athletes to fulfil the role of Racing Guide. As such, we understand (and, in fact, actively encourage) that successful Racing Guides would likely wish to continue racing in an individual capacity throughout the season. However, prospective Racing Guides must be aware of the ITU Guide Eligibility Rules which state that no active Racing Guide may participate in ITU sprint or Olympic distance points scoring races in the 12 Months prior to race delivery. As such, BTF expect that individual race plans of Racing Guides are discussed with the Paralympic Head Coach in advance.

The role of a Racing Guide culminates in the delivery of race skills, behaviour and communication at the highest level. As such, whilst daily training environments for individuals fulfilling the Racing Guide role may differ, there is a commitment from the WCPP that the same support will be offered for Racing Guides as is outlined above for Training Guides (with the only exception being kit, where a full package of competition kit will be provided when an athlete is ready to support athlete(s) in competition).

### Selection Process (to be completed in Autumn 2018)

#### Outline

There is a four-stage process that will be applied to select Guides for support via the 2018-19 WCPP for Paratriathlon:

1. Guide Eligibility;

2. Guide Assessment;
3. Determination of Guide numbers and APA offer; and
4. UK Sport confirmation/ratification.

The requirement to repeat this process in future WCPP years will be determined by the Paralympic Head Coach - based on the criteria outlined at the Conditions of Retention section below.

### 1. Guide Eligibility:

To be eligible for support from the British Triathlon WCPP and to receive a UK Sport Athlete Performance Award (APA), Guides must:

- Hold a current British passport;
- Not be serving a ban from competition as a result of being found guilty of a doping offence or other breach of ethical conduct;
- Sign a Guide agreement with the British Triathlon Federation; and
- In the case of Racing Guides, satisfy the ITU Guide Eligibility Rules ([found here](#) - page 81, Rule 17.17.[a,iv]).

### 2. Guide Assessment:

Eligible prospective Training and Racing Guides will be invited to attend a series of assessment days in October/November 2018. The purpose of these days is to select the individuals most suited to fulfilling Training and/or Racing Guide roles for the remainder of the cycle (and therefore progressing to stage three below).

Briefly, these assessment days will review potential Guide motivations for applying, as well as their aptitude in the following areas:

- Physical/physiological (i.e. swim/bike/run capacity);
- Technical;
- Communication;
- Team work/impact on team dynamics;
- Personal circumstance (and impact on a flexible approach to athlete support); and
- Self (i.e. psychological profiling and self-awareness).

Applicants should be aware that whilst there is clear physiological requirement in order to support athletes effectively (i.e. the ability to swim/bike/run fast enough), BTF are searching for individuals whose motivations, personality and technical profile best fits the needs of the athletes needing support. It is therefore important to make clear that the most physically capable athletes may not necessarily be those selected for further consideration.

BTF may choose to select more Guides for consideration at stage 3 below than there are WCPP athlete places available. It will then be for the WCPP Paratriathlon Nomination Committee ("the Committee") to determine how many (and which) individuals to offer support.

### 3. Determination of Guide numbers and APA offer

The number of Guides to be supported, and the level of APA to be offered, will then be determined by the Committee - the members of which are:

- Mike Cavendish (Performance Director)
- Jonathon Riall (Head Coach - Paralympic)
- Alasdair Donaldson (Talent Manager - Paralympic)
- Mitch Hammond (UKS Performance Advisor - non-voting).

Subject to the maximum number of available WCPP athlete places, the Committee will consider

which Guides to offer support based on the requirements of WCPP VI athletes, alongside the level of support that each Guide may be able offer. Based on these assessments, the Committee will then use the matrix below to allocate an APA level to each Guide.

Guide type	Guide support provision	APA
Training Guide (single athlete)	The Guide supports <u>100%</u> of required training sessions (including camps) for a <u>single athlete</u> .	£15,000
	The Guide supports greater than 50% (but less than 100%) of required training sessions (including camps) for a <u>single athlete</u>	£10,000
	The Guide supports less than 50% of training sessions (including camps) for a <u>single athlete</u>	No APA (service access only) <sup>1,2</sup>
Training Guide (multiple athletes)	The Guide supports a managed programme of required training sessions (including camps) for <u>multiple athletes</u>	£15,000
Training AND Racing Guide (single athlete only)	The Guide supports a managed programme of required training sessions (including camps) AND acts as a permanent Racing Guide for a <u>single athlete</u> .	£15,000
Racing Guide (single athlete only)	The Guide acts as a permanent Racing Guide for a <u>single athlete</u> .	No APA (service access only) <sup>1,2,3</sup>

1 athletes chosen for 'service access only' packages will not take a WCPP athlete place and as such may be used specifically to maximise the number of Guides that can be supported via the WCPP each year.

2 'Ad hoc' financial support may be offered by BTF on a case-by-case basis (at the sole discretion of the Paralympic Head Coach) to enable attendance at specific camps/competitions where relevant.

3 At their absolute discretion, the Committee may choose to offer an APA to Race Guides (who are otherwise not eligible for an APA) where a Guide's personal circumstances mean that hardship is a genuine barrier to their participation as a Racing Guide.

#### 4. Selection and Confirmation

On completion of the three stages outlined above BTF will officially nominate Guides to UK Sport for their ratification. In doing so, the Committee will not be permitted to exceed the maximum allowable number of athlete places (16).

Once UK Sport have ratified these nominations, the Committee will then communicate Guide selection decisions (including the level of APA to be offered) to the successful individuals, as well as those who will not be offered support.

The complete 2018 -19 Paratriathlon WCPP - including both athletes and Guides - will be then announced by 8 December 2018.

#### Conditions of Retention

Guides should be expected to have their support via the WCPP reviewed (and potentially reduced/withdrawn) at any point should they fail to demonstrate continual positive impact on the training and/or performance of their allocated WCPP athlete(s). Such reviews will take into consideration (but will not be limited to) the following areas:

- Relationship/engagement with allocated athlete(s) - with particular emphasis on communication and team dynamics;

- Impact on the wider daily training environment (including relationships with other athletes and coaching/support staff);
- Availability for training and/or competition;
- Injury/illness status (see further information below);
- Behaviours and culture; and
- Physical condition/performance.

Similarly, the ongoing support of Guides via the WCPP will be subject to fluctuations in the number of athletes chosen for WCPP membership each year. As outlined previously in this document, athletes will always take priority over Guides when determining how WCPP athlete places should be filled. Therefore, for the avoidance of doubt, should BTF choose to add more athletes to the WCPP in the autumn of 2019 and all WCPP athlete places are full (either with athletes or Guides), BTF will be required to amend the support offered to Guides in order to remain within the maximum number of athlete places provided by UK Sport. In doing so, the Committee will conduct a review of all Guides using the criteria outlined above.

### Injury/illness

It is highly likely that, given the volume of training/racing required to effectively fulfil the Guide role, at some point a performance limiting injury or illness may occur to a Guide. For athlete members of the WCPP, rehabilitation from injury/illness is managed and coordinated by the BTF medical team, in conjunction with the Paralympic Head Coach.

However, unlike athlete members, Guide support is not guaranteed until the end of the athlete year (31<sup>st</sup> November each year). Instead, if a Guide becomes injured/ill, BTF will conduct a review of their medical status to determine the prognosis, the length of time during which athlete support will be compromised (either in a training or race capacity) and the services required to manage the Guide's rehabilitation.

Where the prognosis is positive, the return to full fitness is deemed to be within a timescale that will not adversely affect the allocated WCPP athlete(s), and the resource required to return the Guide to full fitness is not unrealistic, there will be no change in WCPP support provided to the Guide.

However, given Guides are offered WCPP membership solely to support visually impaired athletes in their quest for Paralympic medals, where such an injury is deemed to significantly (and irreparably) impact on medal winning outcomes, BTF reserves the right to re-allocate the athlete place (and any associated APA/resource) to an alternative Guide(s). Where this difficult decision is taken, BTF will ensure that the injured/ill Guide's welfare is managed appropriately and that the relevant links are made with NHS/private (dependent on the timing of injury in relation to the expiry date of the Athlete Medical Scheme [AMS]) healthcare professionals to ensure return to health.

Any such withdrawal of WCPP support (and associated APA) may be temporary or permanent, depending on the alternative provisions identified for support of the affected athlete(s) during the Guide's rehabilitation process.

### Feedback and Appeals

The recruitment of Guides is undertaken with the sole purpose of supporting WCPP athletes. Whilst Guides will be offered similar support to athletes via the WCPP, they will not be considered as full WCPP members in the same way and as such will not be furnished with the same rights. Individuals applying for a Guide role are therefore not entitled to appeal the decision not to offer them support (or any de-selection decision subject to the conditions outlined above).

However, BTF are keen to maintain positive and healthy relationships with any individual who has expressed an interest in supporting the BTF and as such would encourage unsuccessful Guide applicants to contact the Paralympic Head Coach for feedback and to explore if there are any other ways in which they can support the Olympic or Paralympic WCPP.