



# Representative Policy

Version 3.0

## Glossary

SEHA	Sydney East Hockey Association
Committee	SEHA Junior Representative Committee SEHA Open Representative Committee SEHA Women's Masters Representative Committee SEHA Indoor Representative Committee
Board	Sydney East Hockey Association Board
Club Delegates	People nominated by SEHA Clubs to receive correspondence and communications regarding Representative matters.

# 1 INTRODUCTION

---

Sydney East Hockey Association (SEHA) endeavours to provide all players with an enjoyable and safe representative experience and will attempt to ensure transparency in every part of the eligibility, nomination and selection process.

## 1.1 APPLICATION

The Selection policy, process and procedures outlined in this document apply to all field and indoor hockey representative teams selected to represent SEHA and compete at the State Championships or development tournaments. This Policy remains in force until amended or revoked by SEHA.

## 1.2 RESPONSIBILITY

The SEHA Representative Director is accountable and the relevant Representative Convenor and the relevant Committee are responsible for the implementation of the Representative Policy.

## 1.3 SELECTION OBJECTIVE

The objective of the Sydney East Hockey Association (SEHA) region Representative Selection Policy ("Policy") is to ensure the best possible squads, sides, teams and players are selected to achieve maximum success when representing SEHA at State Championships.

SEHA's selection objectives guide the selection of representative teams:

- Select teams that are competitive at State Championship Division 1 level, both in individual seasons and in a consistent manner over time.
- Provide individual players with a representative environment that suits their development needs.
- Ensure representative teams compete fairly, cooperatively and provide a positive environment for players.

The Policy applies to players, members of the Selection Committee, coaches, side managers and other SEHA officials.

## 1.4 INTERPRETATION

- Unless the context otherwise requires, the terms used in this Policy shall have the same meaning as in the Sydney East Hockey Association Constitution.
- No particular selection criteria shall be weighted more or less significantly by reason only of the order in which that criterion appears in this Policy.
- Selection Committee means the Sydney East Hockey Association appointed Selection Committee.

## 1.5 TYPES OF HOCKEY

SEHA Representative Program includes the below types of hockey:

- Field;
- Indoor.

## 1.6 AGE GROUPS

SEHA Representative Program includes the below age groups:

- Masters;
- Opens;
- Under 18;
- Under 16;
- Under 14;
- Under 12.

## 1.7 SELECTION PILLARS

Players will be selected based on merit of performance with the following five pillars of selection criteria:

- Technical skill and ability
- Physical conditioning
- Tactical positional /Game Awareness
- Teamwork
- Self-awareness and mental toughness (conduct values and behaviours)

## 1.8 SELECTION CRITERIA

1.8.1 Selections made by the Selection Committee may be based on the following criteria:

- Performance in trials Regional/State Championship events
- Current and previous club, association, regional and state championship performances in competitions and over such periods as determined by the Selection Committee;
- the player's current level of skill;
- Demonstrated positive attitude and commitment to SEHA and, in particular, but not only, regarding State Championship representation.
- Demonstrated and/or potential ability to adapt to the format of play and/or environmental conditions for the selected competition.
- A player's leadership qualities;

- Any current or potential injury or condition that will impair, inhibit or prevent the players performance at the requisite level;
- Demonstrated and/or potential ability and attitude to work with members of the Selection Committee, side officials and players;
- Behaviour standards on and off the hockey field and a total commitment to maintain expected standards whilst representing SEHA;
- Availability and commitment to participate in State Championship or other events such as trials or camps; and
- Any other factor considered relevant in the circumstances, but which is not discriminatory.

1.8.2 The following may also be considered by the Selection Committee:

- In considering the criteria under this Policy, the Selection Committee may in its discretion give weight to extenuating factors.
- In determining the composition of any selected team, the make-up of that team may be influenced by the importance of the competition in achieving SEHA's long term objectives and the future development of players;
- Age eligibility when selecting teams for Under 18; Under 21s, Opens, Over 35 and competition;
- Competitive ability of players will be of importance for selections. Any player who fails consistently to perform in major competitions at a level appropriate to their ability may at the discretion of the Selection Committee, not be selected, even if they have complied with all other criteria.

1.8.3 The SEHA Selection Committee (as per age group) shall have total discretion in selecting and may have regard to any one or more of the selection criteria in any selection process.

- If a consensus cannot be reached during the selection process, a simple majority vote of all Committee Members present is sufficient to resolve a decision.
- The decision of the Selection Committee on any team selection shall be final after the Committee meeting, and shall be submitted to the Representative Convenor for ratification.
- No reason needs be given for any selection or other decision of the Selection Committee.
- Nothing shall prevent the Selection Committee from changing the selection of any team, player at any time at their sole discretion, having regard to all the circumstances.
- At the discretion of the Selection Committee Chair, the Selection Committee may during the selection process consult with or seek input about selections with individual players, the leadership group or the team as a whole.

## 1.9 PLAYER REMOVAL FROM SELECTED TEAM

Any Player who:

- Breaches or fails to observe the SEHA Constitution or Policies;
- By means 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);
- Brings SEHA, a SEHA Team or the sport of hockey into disrepute or acts in a manner unbecoming of a Member or prejudicial to the interest of SEHA and the sport of hockey.
- Breaches or fails to fulfil a requirement of Hockey Australia, Hockey NSW policies
- Policy;
- Breaches or fails to comply, fulfil and observe the requirements of the SEHA Representative Player Code of Conduct;
- Is ineligible for selection to, or continued membership of, any SEHA side/team selected by the Selection Committee as the case may be.

Any selected player may be removed from a team by the Selection Committee in consultation with the SEHA Representative Convenor or SEHA President as the circumstances may require, including where the participant has failed to sustain their performance and attitude to a satisfactory level, provided that the required performance levels had first been discussed with the participant and the participant has been given the opportunity to attain those performance levels.

## 1.10 PATHWAYS TO HIGHER LEVELS

The SEHA representative program is a stepping stone that feeds into the Hockey NSW player pathway that progresses athletes through the following phases of development based on age.



Level 1 - Beginners are to be developed to gain basic skills and play the game of hockey

Level 2 - To be developed to compete

Level 3 - To be developed to win in high performance competitions

## 2 PLAYER ELIGIBILITY

---

Players are eligible to represent SEHA based on the Hockey New South Wales [State Championship Eligibility Policy](#). A copy of this policy can also be found on the [Hockey NSW website](#).

Players can only represent SEHA in the following scenarios:

### 2.1 HOME ASSOCIATION

A player's Home Association is determined based upon the Club registration under which the player first pays the Hockey NSW registration fee. If a player's first registration in the current season is with a SEHA [affiliated Club](#) they are eligible to represent SEHA in that season.

### 2.2 ORIGIN ASSOCIATION

A player may also have an Origin Association affiliated with Hockey NSW. The Association under which the player first started playing hockey will be considered the Origin Association. If SEHA is the player's Origin Association, they are eligible to represent SEHA if the Origin Association status can be validated by SEHA.

### 2.3 OTHER ASSOCIATION

A player who is not a SEHA Home Association or Origin Association player is only eligible to represent SEHA if they are provided with a clearance by their Home Association. A completed and signed [Player Clearance Form \(SC 14\)](#) form from the players Home Association must be provided prior to being allowed to participate in trials or be selected in a team.

## 3 CLEARANCES

---

SEHA will only provide clearance to SEHA "Home Association" players who request clearance and meet the following criteria:

### 3.1 NON-SELECTION

Players who have complied with the Representative Policy by nominating and participating in trials as detailed in the Representative Policy but are not selected in a team (including as a shadow player).

### 3.2 NO TEAM ENTERED

Where SEHA is unable to enter a team in the relevant Hockey NSW State Championship for the age and gender group.

### 3.3 EXCEPTIONAL CIRCUMSTANCES

Players who wish to seek a clearance outside of the above reasons will only be provided with clearance under exceptional circumstances with the approval of the Board.

Players who wish to seek clearance in accordance with any of the above criteria should write to the Representative Director ([repconvenor@seha.com.au](mailto:repconvenor@seha.com.au)) detailing the circumstances that apply, provide a contact phone number and a completed [Player Clearance Form \(SC 14\)](#) at least two (2) weeks prior to the date of the State Championships.

## **4 NOMINATIONS**

---

SEHA will notify all Club delegates, post on its website ([www.seha.com.au](http://www.seha.com.au)) and on its Facebook page (<https://www.facebook.com/sydneyeasthockeyassociation/>) that it has opened for nominations for its representative teams at an appropriate time during the season for the relevant representative group.

### **4.1 PROCESS**

Players will be asked to follow the prescribed process to register as a nominee for the relevant team/s for which they wish to be considered. Where deemed necessary by SEHA, trials will be undertaken to determine the selection of teams. Players who do not nominate via the prescribed process may attend trials at the discretion of SEHA.

### **4.2 EXEMPTIONS**

All players will be notified of the time and location of trials and are expected to attend. Players who cannot attend trials are to contact SEHA to seek an exemption from trials. Exemptions will only be provided for:

- genuine medical reasons; or
- other hockey and sport commitments such as State Training; or
- exceptional circumstances.

Players who are not granted an exemption will not be considered for selection, nor will they be eligible for a clearance as they will not have complied with the Representative Policy.

## **5 CONDUCT OF TRIALS**

---

### **5.1 TIMING**

Timing of Representative Trials will be decided by the SEHA.

When possible and depending on pitch availability Trials should be run at a location within the SEHA area decided by the SEHA. Each Trial should also be of the appropriate length to allow both Coaches and Selectors adequate time to view all player's ability.

### **5.2 TRIALS**

The Representative Trials should be where possible conducted over more than one session for each age group.

The trial will comprise of fitness, skills, small sided and full field games at the discretion of the coaches and selectors.

Any fitness or skills results must be recorded for each player and provided to the selectors to assist with the selection process.

### **5.3 TEAM COMPOSITION & NUMBERS**

Each Field team should comprise of 14 players and an Indoor team 9 players including a goal keeper, trialists who remain unnamed will be listed as Shadows and can be called upon to fill any vacancies created due to withdrawals or injuries, subject to the clearance section of this policy.

- 5.3.1 Additional players may be added to the Shadows list, having been identified by a Coach or on application to SEHA. These players can only be added to the relevant representative teams due to the withdrawal or injury of a pre-existing team member.
- 5.3.2 Should the Coaches and Selectors wish to name a second goalkeeper for any team, each goalkeeper and their parents will be consulted before the announcement of the team. SEHA understands that due to the limited game time at State Championships and Carnivals, it may not be desirable for a team to have two goal keepers.
- 5.3.3 The decision of which additional players to add to teams should be at the discretion of the coach in consultation with SEHA.

## **6 SELECTORS, COACHES AND MANAGERS**

---

### **6.1 SELECTORS COMMITTEE**

Selectors are an integral part of the selection process and are key to the transparency of trials. Selectors are in place to work alongside coaches to select the best teams possible and ensure that the integrity of the selection process is ensured. Selectors are required to attend each trial and take an active part in the selection process.

- 6.1.1 The number of selectors should be 3 for each age group.
- 6.1.2 The Selection Committee will be led by the Chair for each age group.
- 6.1.3 The Chair will prepare reports and maintain records on player performances and selections as required;
- 6.1.4 Selectors can be drawn from outside as well as within the Sydney East Hockey community and will be appointed by the Association prior to the trials. All Selectors should be known for their integrity and good standing within the hockey community.
- 6.1.5 Selectors must declare any conflict of interest and must not make selection decisions regarding players where such a conflict of interest exists.
- 6.1.6 Selectors must maintain the integrity of the Selection Committee and respect confidentiality.

## 6.2 COACHES

Coaches are responsible for delivering a program that will lead to the best possible success of their team at the relevant State Championships, furthermore the Coach is responsible for the ongoing development of their players through the representative season. Each team coach is required to attend all trial sessions (if possible) and take an active role in selecting both teams unless there is a conflict of interest.

- 6.2.1 SEHA will call on all member clubs to nominate coaches for SEHA teams. It will also post nomination details on its website and Facebook page to allow coaches to nominate to coach SEHA Representative teams. SEHA also reserves the right to actively seek coaches outside the nomination process; however, these coaches will still be required to nominate to the Association.
- 6.2.2 Coaches will be selected by SEHA with the aim to select the best applicant for the job based on their coaching and player record. Additionally, Coaches will be required to make themselves available for their teams respective State Championships.
- 6.2.3 SEHA may take into account conflicts of interest in appointing coaches, though the existence of a conflict of interest is not necessarily determinative.
- 6.2.4 Coaches nominating for representative coaching positions, will need to be accredited or willing to seek accreditation.
- 6.2.5 Coaches appointed to teams that consist of under 18 players, will need to provide a Working With Children (WWC) certificate to SEHA.

## 6.3 MANAGERS

Managers are a vital part of the SEHA Representative Program and are responsible for supporting the Representative Committee and the coach of the team by organising the administrative and communication aspects of the team during the representative season. At State Championships and carnivals, they are responsible to be a key contact and be responsible to the organisers of the tournament for the team, for example in attending meetings.

- 6.3.1 SEHA will seek nominations for the position of manager from players and family members of the players after the completion of selections for the team.
- 6.3.2 Managers may need to meet certain requirements of the organisers of tournaments and championships entered into, and these requirements will be taken into account by SEHA when selecting Managers.
- 6.3.3 Managers appointed to teams that consist of under 18 players, will need to provide a Working With Children (WWC) certificate to SEHA

## **7 PLAYER MOVEMENTS & UNDERAGE PLAYERS**

---

The movement of players between teams should only occur due to the withdrawal of a player from a team. Should such circumstances arise players are to be moved in a hierarchical order i.e. from the Shadows to the 2s and the 2s to the 1s. Such movement must follow the process outlined below and should always consider the best interests of the individual players and the Association.

### **7.1 PROCESS FOR REPLACEMENT**

- 7.1.1 Upon notification of a player withdrawing from a representative side the Team Coach and/or Manager should notify the Association immediately. The Association will then provide the Coach with a list of Shadows from which to select a player to fill the vacancy. Upon selecting the relevant shadow the Association will contact the player to check availability before being officially added to the team.

7.1.2 In the case of a player being needed to replace a player from the 1<sup>st</sup> side both team coaches are to discuss the best possible option to fill the vacancy before asking the relevant player whether they are willing to move teams. Should the relevant player be unwilling to move teams then the Coaches should notify all players of the opportunity and choose a replacement from those that are willing.

## 7.2 UNDERAGE PLAYERS

7.2.1 Underage players will be permitted to be selected and play in Field teams in Under 14, Under 16, Under 18 and Opens.

7.2.2 Under 12 players may only be selected to play in Under 14 Field teams in addition to being selected and play in an Under 12 team in the same season except where exceptional circumstances apply.

7.2.3 Underage players, that is, players playing in an age group above their own may only be selected at a higher ranking in the Age Group directly above their own if the selectors deem that the under-aged player is better than the aged players trialing in that age group, subject to the restrictions detailed in 7.2.4, and clauses 7.2.5 and 7.2.6.

7.2.4 The number of underage players that may be selected if selectors deem that the under-aged player is better than the aged players is as follows:

<b>Age Group</b>	<b>Field Teams</b>	<b>Indoor Teams</b>
Open	Unlimited U/18 players	Unlimited U/18 players
Under 18	Four U/16 players	Three U/16 players
Under 16	Three U/14 players	Two U/14 players
Under 14	Two U/12 players	Two U/12 players

7.2.5 The restrictions outlined in 7.2.4 do not apply to the selection of goalkeepers.

7.2.6 The Selection Committee may, before the announcement of the team, apply in writing to the SEHA Board to apply special consideration in circumstances where they believe that the restrictions outlined in 7.2.4 are not appropriate in the specific selection process being undertaken. The application must include reasons to justify why the policy should be varied and the decision of the SEHA Board will be final.

## 8 . COMPLIANCE

---

All players, Selection Committee Members, coaches and side managers must:

---

- Comply with all SEHA and Hockey NSW policies, procedures and directives of the Board;
- - Upon selection to a squad, side or team, comply with the SEHA Code of Conduct (adopted Hockey Australia Code of Conduct) published on the SEHA website; and
- - Comply with Government Laws and Regulations, including but not limited to, the NSW Working with Children Check

## 9 CONFLICT OF INTEREST

---

SEHA will seek, where possible, to avoid conflicts of interest with respect to representative selection of players as well as the appointment of coaches and selectors.

## 10 ANNOUNCEMENT OF TEAMS

---

Teams will be named on the SEHA website ([www.seha.com.au](http://www.seha.com.au)) on a day to be advised to players at the conclusion of the trials, but in no case shall be more than 10 days after the conclusion of the trials. If no trial is required, nominees will be advised of the timing of team announcements on the website.

## 11 FEES & PAYMENTS

---

SEHA will set fees for all players selected in Representative Teams.

### 11.1 FEES

The representative fees charged to players are based on the costs of each representative age group and consist of Hockey NSW Fees, training, umpiring, carnival allowances, photography and training equipment costs. Costs to players for each season will be advised after team announcement.

### 11.2 PAYMENTS

Payment will be required based on a payment link issued by the SEHA to each player via their supplied contact details. Payment must be made by the due closing date of the payment link or players may be withdrawn from the team and may not take the field for SEHA. Players who do not make payments may become unfinancial with SEHA and Hockey NSW, which will affect their ability to register to play hockey in NSW in future years.

### 11.3 SPECIAL CONSIDERATION

SEHA understands that some players or families may require a payment plan or special consideration due to challenges making payments. Requests for special consideration can be made confidentially to the Representative Director or the relevant Representative Convenor.

## 12 REIMBURSEMENTS

---

SEHA seeks to attract the best quality coaches and umpires to participate in the delivery of its representative program. In accordance with this goal and taking into account the financial capacity of the Association, it may put in place funding to allow reimbursement of some expenses associated with supporting the representative program. Coaches and umpires will be advised on the payments and reimbursements on appointment to the relevant position each year.

### 12.1 COACHES

SEHA supports coaches through the payment of a coaching support payment. The amount of the payment will be set annually as a part of the budgeting process for the Representative Program by the Representative Director, Representative Convenors and Committees with the approval of the Board.

### 12.2 UMPIRES

SEHA supports umpires through the payment of umpires for events where SEHA appoints the umpire. These include some State Championships and development carnivals. In addition, the SEHA may consider providing a reimbursement to provide for accommodation costs incurred. The amount of any payment or reimbursement will be set annually as a part of the budgeting process for the Representative Program by the Representative Director, Representative Convenors and Committees with the approval of the Board.

### 12.3 PROCESS

Reimbursement will occur after the submission of a SEHA Reimbursement Form and ATO 'statement of a supplier' form to the Association. Reimbursement Forms should be sent to the relevant Representative Convenor, Committee or the Representative Director who will authorise payment of the reimbursement.

## 13 DISPUTES

---

Any dispute or issues with representative selections must be lodged in writing within 14 days using a SEHA Incident Report, which is available on the SEHA website. SEHA Incident Reports are to be sent to the SEHA Representative Director.

Grounds of Dispute

- An aggrieved Member may appeal against a decision of the Selection Committee on the grounds that a decision of the Selection Committee was not made in accordance with this Policy.

## 14 REVIEW

---

SEHA will undertake activities to seek feedback on and review the operation of the Representative Policy. This may include surveys as well as collating feedback received from stakeholders. Feedback can be sent to [repconvenor@seha.com.au](mailto:repconvenor@seha.com.au).

## 15 REVISION HISTORY

---

VERSION	DATE	COMMENTS
1.0	2014	Adopted by SEHA Board as SEHA Representative Selection Policy
2.0	20/01/2020	Expansion of scope with additional sections added. Approved by SEHA Board as SEHA Representative Policy.
3.0	13/02/2024	Update of policy including age groups, underage restrictions, additional detail around selection considerations.