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| **EKF Kata and Para-Kata Athlete** **Selection Policy** * **National Youth Development Squad,**
* **England National Squad,**
* **& International Championships**
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| **Document Type:** Policy | **Unique Identifier:** PERFC/PROC/SEL/KATA/001 |
| **Document Title:** EKF Kata and Para-Kata Selection Policy for the National Youth Development Squad, England National Kata & Para Kata Squads & International Championships. | **Version Number:** 1.0  |
| **Status:** Ratified |
| **Scope:*** Performance Department
* Head Kata & Para-Kata Coaches
* Assistant National Para Coach/National Youth Development Coaches
* Association Head Coaches and Coaches
* All karateka who wish to be selected for England Squads.
 | **Classification:** Departmental  |
| **Author(s):** Performance Director & Head Kata Coaches | **Responsibility:** Performance Director |
| **Replaces:** N/A | **Head of Department:** Performance Director |
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| **Date validated:** | 13/07/2025 |
| **Ratified by:** | EKF Board of Directors  |
| **Date ratified:** | 13/07/2025 |
| **Policy Duration: Note:** Points will be included from January 2025 – see Scope for full details. | Policy – September 2025 - July 2026 |
| * Does this document meet the requirements under the Equality Act 2010 in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation? **Yes**
* An Equality Impact Assessment has been carried out in relation to this policy, see **Appendix B**.
* Does this document meet our additional commitment as an organisation to extend our public sector duty to carers, veterans, people from a low socioeconomic background, and people with diverse gender identities? **Yes**
 |
| **Document for Public Display:** Yes |
| **Publication Areas:** EKF Website, Facebook, Instagram |
| **Appendices**Appendix A – Equality Impact AssessmentAppendix B – Other relevant and associated documentsAppendix C – Roles & Responsibilities |

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1. **Introduction**
	1. The National Kata and Para-Kata Squad represent the highest standards of skill, commitment and excellence in karate. Whether you are a current squad member or an aspiring athlete, it is important to understand how the selection process works, from local club level to representing England on the international stage.
	2. Developing future Kata and Para-Kata champions is a team effort. The EKF Board, National Coaches, Youth Development Coaches, Heads of Association, Club Coaches, and athletes all play a role. This collaborative approach ensures fairness, transparency, and regular communication, with a strong focus on athlete development and support.

# **Purpose of this policy**

* 1. The aim of this policy is to provide a clear, fair, and transparent process for selecting athletes for the National Youth Development Programme and the England National Kata and Para-Kata Squad. It also outlines how the English Karate Federation (EKF) determines squad selection for major international competitions, including the European, World, and Commonwealth Karate Championships.
	2. This approach helps identify the top-performing karateka within EKF membership, giving England the best chance of success and medal-winning performances on the international stage.
	3. This policy does not cover senior athletes’ selection for major international championships, which will follow the process set out by the World Karate Federation (WKF). Therefore, this policy mainly applies to athletes under the age of 21. However, all athletes, regardless of age, are expected to uphold the same high standards of values and behaviour outlined in this document.

# **Scope**

* 1. This policy applies to all karateka who are current, licensed members of the English Karate Federation (EKF) and seek selection to the EKF National Kumite Squad. It provides guidance for National Coaches in selecting athletes for the National Squad and international competitions such as the World and European Championships.
	2. **Note: The selection points will be included on a rolling 12-month basis from the start of the 2025 calendar year.**
1. **National Youth Development Programme (NYD)**

**4.1 Eligibility criteria and pathways to join the National Youth Development Programme (NYD)**

 The Youth Development Squad plays a vital role in nurturing talent. It hosts sessions for selections to international competitions and trials for the National Team. Athletes may be considered for the National Youth Development (NYD) Programme through the following routes:

* **Open Trial:** Participation in an open trial specifically held for NYD Programme selection.
* **Performance at Key Tournaments:** Athletes who achieve a gold, silver, or bronze medal at one of the key tournaments listed in the Official Competition Calendar on the EKF website may be eligible.

This includes:

* + - English Nationals
		- English International
		- Non-WKF international e-series competitions
		- Two rounds of the European Youth League
		- **Talent Identification:** Athletes may also be scouted by National Coaches based on their performance and potential at tournaments or training events.
		- **An athlete in the U14 (12-13 years)** category can be invited by the Head Coaches to attend National Kata or Para-Kata Training if they are excelling in WKF/EKF Tournament.

**4.2. Training and Selection for the National Youth Development (NYD) Programme**

 To ensure equal opportunity and national reach, NYD training sessions will be located across the **South, Midlands, and North of England**, making them accessible to aspiring athletes from all regions (subject to facilities availability).

* Ten sessions are delivered annually at rotating venues, specifically designed for athletes in Key Stage 3 (ages 11–13).
* The NYD programme serves as a direct pathway into the England National Squad, offering a structured route for progression.
* Selected NYD athletes will have the opportunity to represent England at two European Youth League events and one international non-WKF competition per season, gaining valuable experience on the global stage.
* Selection will be limited to one athlete per category, chosen by the NYD coaches under the oversight of the Head National Coach.
* Athletes who are not selected are still strongly encouraged to attend at least one of the three competitions through their associations, demonstrating commitment to their development and readiness for future opportunities.
* Athletes competing either for Team England or individually through their association at ratified points events will earn points toward national selection. (See section 5).
1. **England National Kata and Para-Kata Squad**

**5.1. Eligibility criteria to be a member of the National Squad**

To be considered for selection to the England National Kata or Para-Kata Squad, athletes must meet the following requirements:

* Age Requirement: Athletes must be 14 years or older.
* EKF Membership: Athletes must be affiliated through their respective Association or Club, hold a valid and in-date EKF Registration Slip, and have no outstanding disciplinary issues with the EKF.
* Nationality: Athletes training with the Squad must hold a British passport.
* Conduct: Athletes must not have, through action or omission, brought the EKF into disrepute.
* Anti-Doping Compliance:
* Athletes must not be currently serving a suspension for anti-doping violations.
* For full details, refer to the EKF Anti-Doping Policy available on the EKF website.
* Completion of the UKAD Anti-Doping Certificate is required within two weeks of acceptance into the squad. Proof of certificate must be submitted to athleteliaison@englishkaratefederation.com upon completion.
* Safeguarding and Legal Compliance: Any pending court cases, previous convictions, or DBS (Disclosure and Barring Service) issues must be reviewed and approved by the EKF Board prior to Squad inclusion.
* Competition Participation: Athletes must actively compete at both national and international levels, earning points in accordance with the Points System. (See Section 5.5).
* See Section 5.3 & 5.4 for further details about **Absence from National Squad and Removal Criteria**
* Athletes who medal at the **nationals that are of foreign origin who have refugee status**, but who do not represent another international country at WKF events, should have a 12 month pass to attend national training, agreed by the National Head Coach.
* Please refer to our **Facebook or Instagram pages** for squad training session invitations, including full session timings and details. These sessions will be open exclusively to selected **Cadet, Junior, Under 21, and Senior athletes**.

**5.2. Pathways to be invited to attend National Squad trial**

 There are four main routes through which athletes may be invited to trial for the England National Kata or Para-Kata Squad:

* **Medal at a Key Tournament:** Athletes who achieve a medal at one of the key tournaments listed in the Official Competition Calendar or on the EKF website may be considered for selection.
* **Achieve rounds at a European Youth League:** Athletes who win two rounds or more at a European Youth League event, listed on the EKF Competition point accredited Calendar, will be invited to trial for the National Squad.
* **Progression from the NYD Programme:** Athletes who are part of the National Youth Development (NYD) Squad may progress directly to the National Kata or Para-Kata Squad without the need for a trial, subject to coach recommendation.
* **Talent Identification:** Athletes may also be scouted by National Head Coaches during open training sessions or at tournaments, based on performance and potential.

 **Note:** Successful candidates will typically undergo a three-session trial to assess their performance and confirm their selection to the National Squad.

**5.3. Absence from National Squad and Removal Criteria**

* **Commitment is Key:** Athletes selected for the national squad are expected to demonstrate a high level of dedication. Full attendance at all scheduled training sessions is essential and repeated absences or failure to meet participation expectations may result in removal from the Squad.
* **Impact of Removal:** If an athlete is removed from the Squad, their accumulated points will be reset to zero. Should they be reselected within the same calendar year, their points will restart from the baseline, in line with the eligibility criteria. Previously earned points will not be reinstated, reinforcing the importance of consistent engagement and commitment.
* **Responsibility for Notification:** It is the responsibility of the athlete (if aged 18 or over), or their parent/guardian (if under 18), to notify the National Squad Coaches in advance if they are unable to attend a scheduled training session.
* **Long-Term Illness or Injury:** If an athlete is affected by a long-term illness or serious injury that prevents attendance, even as a spectator, they must submit **appropriate medical documentation** to the National Squad Coaches for review and consideration.
* **Grounds for Removal from the National Squad:** Athletes may be removed from the National Squad if they fail to meet the standards of commitment, conduct, or development expected by the EKF. Grounds for removal include:
* **Excessive Absences**
Missing **4 out of 10** scheduled National Squad sessions without valid justification.

Note: Sessions are reset from 1st September each year.

* **Consecutive Non-Attendance
Missing three** consecutive Squad sessions**.**

**Note:** Unless agreed/understood by the Head Coach e.g. Doctor’s Note.

* Non-Participation in Key Events
Failure to attend all the following mandatory events:
	+ E1 Series
	+ EKF National Championships
	+ EKF International Championships
* **Conduct Detrimental to the EKF**
Engaging in behaviour that brings the EKF into disrepute.
*(Refer to Section 8)*
* **Non-Compliance with Development Requirements**
Failure to attend required Athlete Development Sessions.
*(See Section 9 for further details.)*
	1. **Absence from Compulsory Tournaments**

Absences from compulsory tournaments must be supported by a **legitimate reason**, which must be submitted for approval by the **Head Coaches**. Failure to provide appropriate justification may result in **temporary suspension** or **removal from the Squad**. These tournaments are: EKF E1 Series, EKF National Championships and EKF International Championships.

* 1. **How to Achieve National Kata and Para-Kata Squad Points**
* **Building Your Points Profile:** Athletes can accumulate points by participating in key competitions listed in the Official Competition Calendar on the EKF website. Points are awarded in accordance with section 5.5, 5.6 & 5.7 of this document. Points tracking begins once an athlete has successfully completed their trial and been officially accepted into the National Squad. All points are recorded in the EKF’s official database.
* **Important – International Points in Selection Criteria:** Only results from **four** designated international competitions will be considered when calculating International Points for National Squad selection.
* **Athlete Participation and Evaluation:** Participation in key tournaments is essential to an athlete’s progression within the EKF National Kumite Squad. The competitive season typically spans September to June, with major events, such as the Croatian K1 Youth League, serving as critical benchmarks for athlete assessment and selection.
* **Scoring Framework: Four Key Criteria for Athlete Point Allocation:** Points can be earned through participation in key competitions listed on the Official Competition Calendar. These points are tracked on a 12-month rolling basis, for example, points earned in May 2025 will expire in May 2026.

**Note**: for the current year only, points will be backdated to January 2025 and removed on a rolling yearly basis.

* 1. **Athletes’ total points are calculated based on the following key criteria:**
* **Participation Points**
* Athletes earn 5 points for participating in an event.
* Participation points are only awarded if the athlete competes in at least one bout.
* **Match Points**
* Athletes receive 10 points for each round won.
* No match points are awarded for a bye unless the athlete wins the subsequent round.
* **Placement Points**
* Placement points are awarded for 1st, 2nd, and 3rd place finishes.

Some competitions carry enhanced placement points due to their difficulty or prestige, as determined by the EKF. Table 1 below outlines the placement points awarded based on the athlete’s final standing in the competition.

**Table 1: Placement Points**

|  |  |
| --- | --- |
| **Position** | **Points** |
| 1st | 100 |
| 2nd | 70 |
| 3rd | 40 |
| 5th | 30 |
| 7th | 20 |
| 9th | 10 |

* **Competition Weighting Factor**

All points earned for participation, matches won, and final placement will be multiplied by the weighting factor assigned to the event. This calculation determines the total points awarded to the athlete for that competition.

Athletes who participate in key events listed in Table 2 below will receive a weighting factor corresponding to the level and significance of that competition. See Table 2 below.

**Table 2: Events and Weighting Factors**

|  |  |
| --- | --- |
| **Event** | **Weighting Factor** |
| Karate 1 Premier League (Worldwide competitions) | 14 |
| Karate 1 Series A/Youth League (European competitions only) | 12 |
| Selected Non WKF International Events (See Table 3) | 10 |
| English International | 10 |
| English Nationals | 10 |
| E Series | 5 |

* **Point Calculation Examples:**

 Points will be awarded under the following criteria to ensure fairness and consistency:

 **Total Points = (Participation Points + Match Points + Placement Points) multiplied by the Weighting Factor**

* **Example 1. An athlete participates and loses first round in an E-Series event.**
	1. (Participation) + 0 (0 matches) + 0 (0 Place) = 5
	2. x 5 (Weighting Factor) = **25 points**.
* **Example 2. An athlete places 1st in the English National Championships**

5x (Participation) + 50 (5 matches) + 100 (1st Place) = 155

155 x10 (Weighting Factor) = **1,550 points.**

* **Example 3. An athlete places 7th in the K1 Youth League (Europe only) Championships**

5x (Participation) + 50 (5 matches) + 20 (7th Place) = 75

75 x14 (Weighting Factor) = **1,050 points.**

* **Example 4. An athlete places 3rd in a selected Non WKF International Event (Europe only) wins 4 matches and participates.**

5 x (Participation) + 40 (4 matches) + 40 (3rd Place) = 85

85 x10 (Weighting Factor) = **850 points.**

* **Example 5. An athlete places 3rd in a Premier League event, wins 3 matches, and participates.**

5x (Participation) + 30 (3 matches) + 40 (3rd Place) = 75

75 x14 (Weighting Factor) = **1,050 points.**

* 1. **Non WKF International Events**

The events listed in **Table 3** represent eligible **non-WKF international competitions** that qualify for points under the EKF Kata and Para-Kata selection framework.

**Table 3: List of Eligible Non WKF International Tournaments**

|  |
| --- |
| **Non WKF Event** |
| Grand Prix Slovakia (March) |
| Budapest Open (September) |
| Polish Open (October) |
| International Banzai Open Berlin (October) |
| Dutch Open for Youth (November) |
| Hungarian Open Grand Prix (November) |

**6. Selection Criteria for International Events**

This section outlines the criteria and process by which athletes are selected to represent **England** at major **international tournaments**, including the **European** and **World Championships**.

* 1. **European and World Championships:**
* **Seniors**

Must be ranked within the **Top 100** of the **WKF World Rankings**.

Selection is based on the **World Championship standings**.

The **highest-ranked athlete** in the relevant category will be selected.

* **Under 21 (U21)**

.

Must have a **minimum of 3,600 points**, with at least **1,900 points** earned from **international competitions**.

**Example:**
*Sarah has the highest points total in the Female U21 category with 3,600 points, however, only 1,300 of her points were earned at international events. Therefore, she is****not eligible****for selection.*

* **Juniors**

Must have a **minimum of 3,600 points**, with at least **1,900 points** earned from **international competitions**.

**Example:**
*Jack leads the Male Junior category with 3,600 points, however, only 1,400 of his points are from international competitions. As a result, he is****not eligible****for selection.*

* **Cadets**

Must have a **minimum of 3,600 points**, with at least **1,900 points** earned from **international competitions**.

**Example:**
*Abid has the highest points in the Male Cadet category with 3,600 points, however, only 1,400 of his points are from international events. Therefore, he is****not eligible****for selection.*

* 1. **Selection Criteria for the Commonwealth Karate Championships**

The selection process for all age categories will be determined and communicated in advance of the competition.

* 1. **Selection Criteria for Para-Kata**

The selection process for all Para-Kata age categories will be finalized and distributed ahead of the competition.

* 1. **Selection Criteria for Team Kata**

The selection process for all age categories in Team Kata will be confirmed and shared prior to the competition and will normally take place three months before the competition.

The athlete with the highest number of points at that time will earn automatic selection. Any additional points gained after this date will count toward the next selection cycle.

The minimum number of points required for selection will be determined by the coaching team in consultation with the Performance Director.

* 1. **Transitioning to a Higher Age Category**

Athletes will take 50% of their points when moving to the next age group. See examples below.

**Example 1: Progression from Cadet to Junior Division**

An athlete earns a commendable 1,200 points while competing in the Cadet division. Upon advancing to the Junior division, 50% of their Cadet points are carried over, resulting in a starting total of 600 points in the Junior division.

**Example 2: Progression from Junior to U21, and Optionally to the Senior Division** An athlete secures 1,400 points in the Junior Division. When moving up to the U21 category, they retain 50% of their Junior points, beginning with 700 points in the U21 division.

* 1. **Exclusions and Other Key Factors Related to Achieving Points**
* **BYE Round Consideration**
Athletes who receive a **BYE** in the first round will only be awarded match points if they **win their subsequent match**.
* **Points Awarded in Underrepresented Categories**

In events where **three or fewer athletes** are competing in a category, **full medal points** will still be awarded to those who place.

* **Merged Categories**
If a tournament organiser **merges categories**, athletes who achieve a podium finish will still receive **100% of the designated medal points**.
	1. **Categories Without Self-Selecting Athletes (U21 and Below)**

In instances where a category has **no self-selecting athlete**, the **National Coach** reserves the right to review the available talent pool and **nominate an athlete** who meets the required selection criteria. This ensures that all categories are represented by athletes who demonstrate potential and alignment with EKF standards.

* 1. **Injuries and Other Factors Affecting Athlete Performance and Selection**

In cases where an athlete has sustained an injury that has significantly impacted their recent performance, the National Coaches may, following a discussion with the athlete, decide to deselect them from a category.

The National Coaches also reserve the right to deselect an athlete based on consistently poor performance in recent competitions or events.

* 1. **Tie-Breaking Process for Athletes with Equal Points**

If two or more athletes have the same number of points, the athlete who achieved the highest placement at the most recent EKF National Championships in their current category will be selected. The best overall result at that event will serve as the deciding factor.

If the athletes achieved identical results at the EKF National Championships, the National Coaches would exercise their discretion to determine the most appropriate competitions to use as tiebreakers.

* 1. **Transitioning to a Higher Age Category**

When athletes advance to a new age category, they retain a portion of the points earned in their previous category to ensure their achievements continue to support their progression. Specifically, athletes will carry forward 50% of their accumulated points into the new age group.

* 1. **Under 21 Points Allocation in Senior-Only Events**

When no Under 21 (U21) category is available at an event, any points earned by U21 athletes competing in the senior category will be credited toward their U21 EKF ranking. Additionally, the performance of U21 athletes in senior events will be considered when there is no clear, self-selecting athlete for a U21 category.

* 1. **Kata & Para-Kata Competition Points Reporting**

Athletes competing in any of the designated points tournaments must report their results to the Head Kata & Para-Kata Coaches within **five days** of the competition’s conclusion. This must be done by completing the **Competition Result Tracking Form**, which will be available on the **EKF website**, and submitting it via email to **EKFkatacoach@gmail.com**.

Submissions sent to personal email addresses of the Head Coaches will **not** be accepted, and points will **not** be allocated.

The **Competition Result Tracking Form** must be completed in full and include:

* + - Final placement
		- Number of rounds competed.
		- Kata performed in each round.
		- Scores or flags received.

This process ensures accurate and timely tracking of athlete performance for ranking and selection purposes.

1. **Clarification and Appeals Process**

If an athlete or their representative (e.g., parent/guardian) seeks clarification regarding point allocation or the selection process, they should comply with the following process.

* 1. They must contact the **Head National Coaches**, who will investigate the matter.
	2. Initial point checks will be conducted automatically via the EKF’s computer system by the Head National Coaches. If further clarification is required, an **independent review** will be conducted by the **Performance Director**, who will hear the first appeal. If the athlete is dissatisfied with the outcome, they may submit a formal complaint to the **President of the Board** within **five working days** of receiving the decision.
	3. A **Notice of Appeal** must be submitted within **five working days** of Squad selection. Failure to do so will result in forfeiture of the right to appeal under this policy.
	4. **Grounds for appeal must be based on either:**
* A failure to follow the published selection policy, or
* An error of fact in the selection decision.
* Appeals **cannot** be made against the content of this published policy.
	1. **Appeals are permitted only on the limited** grounds outlined above. They are **not** an opportunity to challenge the opinion of the Selection Panel where proper procedures have been followed. Investigators will act as experts in their field, and by engaging in this process, athletes acknowledge the panel’s independent judgment and discretion.
	2. The appeals process begins when an athlete affected by a selection decision (“complainant”) submits a written **Notice of Appeal** in the required format.
	3. The **Notice of Appeal** must:
* Clearly identify the decision being appealed.
* State the grounds for appeal and explain why it would be unfair not to revise the decision.
* Include a detailed statement of facts, outlining how the Selection Policy was not followed.
* Be as comprehensive as possible, as it will form the basis for the remainder of the appeal process.
	1. The EKF Board may, at its discretion, request evidence from relevant individuals (including the complainant) to verify facts. In such cases, the Board will:
* Assess the relevance and nature of any new evidence.
* Consider why the evidence was not included in the original Notice of Appeal.
* Disclose any accepted new evidence to the complainant.
	1. All EKF appeals will be formally documented and securely stored for a period of **up to three years**.
	2. Due to time constraints, the Board may use any reasonable method of communication with athletes, including oral announcements, phone calls, text messages (e.g., WhatsApp), or email - always in accordance with safeguarding practices. Athletes and their parents/guardians must monitor these channels and inform the EKF Board of their preferred method of communication, including relevant contact details.
	3. The Board will appoint an appropriate individual to conduct the investigation. In cases where a conflict of interest may arise, an alternative investigator will be selected to ensure impartiality.
	4. The Board will aim to respond within the agreed timelines. However, if additional time is required to conduct a thorough investigation, the complainant will be informed accordingly.
1. **EKF Values and Expected Behaviours**
	1. To nurture a positive environment for working, volunteering, and practicing karate, it is essential that all EKF policies and procedures reflect and support our core values and behaviours (see the EKF website). When embraced effectively, these principles help cultivate a culture that is respectful, inclusive, compassionate, and driven by ambition, promoting openness, honesty, and transparency.
	2. Organisational values shape how we influence others, interact with one another, and collaborate to achieve shared goals. These values are not simply descriptions of our work or strategies; they are the deeply held beliefs that guide our decisions and behaviours.
	3. These values underpin everything we do. The EKF expects all members to embody and uphold these values in their conduct, within their Associations, across the Federation, and in the wider community.
	4. National Coaches, in consultation with the Performance Director, may deselect an athlete if their behaviour brings the EKF into disrepute. Deselecting an athlete may also be considered in cases of inappropriate behaviour by coaches, parents/guardians, or other athletes, where such conduct is deemed serious enough to warrant exclusion.
2. **Empowering Athletic Development in Sports Kata & Para-Kata**
	1. All National Squad athletes are required to attend a minimum of two sessions per year at the England Karate Federation’s High-Performance Centre at Oaklands College.
	2. Attendance at all components of squad training is compulsory. This includes participation in performance reviews that assess areas for improvement such as:
* Nutrition
* Fitness
* Strength and conditioning
* Psychological preparation
* Competition video analysis
* Behavioural conduct
* Long-term athlete development

 These reviews are aligned with the EKF’s values and the standards of sporting excellence expected of all athletes.

* 1. Athlete performance programmes will be reviewed collaboratively by the **Head Coaches**, the **High-Performance Centre team**, and the **Performance Director** to ensure athletes are consistently developing the skills and capabilities required to meet EKF’s **athletic standards**.
1. **Confidentiality in Team Selection and Related Matters**
	1. All individuals involved in the selection process must maintain strict confidentiality and must not disclose any information related to any aspect of the process, including selection procedures, appeals, nominated athletes, or final team selections, unless expressly authorised by the **EKF Board of Directors**.
	2. Following the ratification of the final team by the EKF Board, the **Performance Department**, **Head Coaches**, and the designated **EKF Director** will collaborate to prepare and issue an official media release and team announcement.
2. **Changes to Policy and Discretionary Deviations**
	1. The EKF Board reserves the right to amend or update this Selection Policy at any time, as deemed necessary. Any such changes will take effect from the date the revised policy is published on the EKF website.
	2. The Board also reserves the right, by majority vote, to deviate from specific provisions within this policy if it determines that doing so is in the best interest of the EKF’s objectives and requirements.
3. **Final Notes**
	1. Your journey toward earning a place in the National Kata and Para-Kata Squad is one of **discipline**, **growth**, **commitment**, and **exceptional achievement**.
	2. Embrace every challenge along the way, and let your **skill**, **dedication**, and **sportsmanship** lead you to the highest levels of karate excellence.
	3. **Stay focused, stay humble**, and **continue striving**, your path is one of purpose and potential.
4. **Contact Information**

 For further inquiries, clarifications, or support, contact the Head Kata & Para-Kata Coaches by email to EKFkatacoach@gmail.com

1. **Appendices**

The following appendices provide supporting information and documentation relevant to this Selection Policy:

* **Appendix A** – ***Equality Impact Assessment***
Outlines the EKF’s commitment to equality, diversity, and inclusion, and assesses the policy’s impact on diverse groups.
* **Appendix B** – ***Associated and Supporting Documents***
Includes references to related EKF policies, procedures, and guidance documents that support the implementation of this policy.
* **Appendix C** – ***Roles and Responsibilities***

**Appendix A: Equality Impact Assessment**

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| Logo  Description automatically generated  |
| Equality Impact Assessment Form  |
| Department/Function  | Equality and Diversity Directorate  |
| Lead Assessor  | Sonny Roberts  |
| What is being assessed?  | EKF Selections Policy – Kata & Para-Kata |
| Date of assessment  | July 2025  |
|   |
| 1) **What is the impact on the following protected characteristics/groups?**  |
| **Positive:** * Advance Equality of opportunity
* Foster good relations between different groups
* Address explicit needs of Equality target groups
 | **Negative:** * Unlawful discrimination / harassment / victimisation
* Failure to address explicit needs of Equality.

target groups  | **Neutral:** * It is quite acceptable for the assessment to come out as Neutral Impact.
* Be sure you can justify this decision with clear reasons and evidence if you are challenged
 |
| **Equality Groups**  | **Impact** **(Positive /** **Negative / Neutral)**  | **Comments** * Provide a brief description of the positive / negative impact identified benefits to the equality group.
* Is any impact identified intended or legal?
 |
| **Race** (All ethnic groups)  | Neutral  | The selection policy applies equally to all competitors, regardless of their ethnic background.  |
| **Disability** (Including physical and mental impairments)  | Negative  | Currently, there are no provisions for para-athletes or reasonable adjustments for those with physical disabilities. This limits the opportunities for athletes with disabilities to participate in kata competitions.  |
| **Sex**  | Neutral  | The selection policy does not differentiate based on sex; both male and female athletes are assessed using the same criteria.  |
| **Gender reassignment**  | Positive  | Document details where to look for advice and guidance re: Transgender competing criteria.  |
| **Religion or Belief**  | Neutral  | The policy includes guidelines for transgender athletes, ensuring they are aware of the criteria and process for competing. The English Karate Federation aligns with WKF's recommendations and provides resources for guidance and support.  |
| **Sexual orientation**  | Neutral  | The policy does not discriminate based on sexual orientation, ensuring equal treatment for all competitors.  |
| **Age**  | Negative  | The selection criteria have age-specific categories with fixed deadlines, which may disadvantage athletes who are close to the age cut-off dates. This could limit opportunities for some competitors based on their age. |
| **Marriage and Civil**  | Neutral  | The selection policy does not take marital or civil  |
| **Partnership**  |  | partnership status into account, ensuring equality for all participants.  |
| **Pregnancy and maternity**  | Negative  | The physical demands of kata competition are generally not suitable for athletes who are pregnant, limiting their participation. There are no specific accommodations or alternative provisions for pregnant athletes.  |
| **Other** (e.g. carers, veterans, people from a low socioeconomic background, people with diverse gender identities, human rights)  | Positive  | In addition to the positive impact for gender reassignment, the policy is sensitive to the needs of individuals from diverse backgrounds, including carers and veterans, offering support and flexibility where possible.  |

**Appendix B**

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| **OTHER RELEVANT / ASSOCIATED DOCUMENTS** The latest version of the documents listed below can all be found via the EKF internet: htt[ps://www.englishkaratefe](http://www.englishkaratefederation.com/governance/ekf-policies)de[ration.com/governance/ekf-policies](http://www.englishkaratefederation.com/governance/ekf-policies)  |
| **Title**  |
| EKF Anti-Doping Policy  |
| EKF Transgender and Transsexual Inclusion Policy  |
| EKF Discipline Code  |
| EKF Guidance on Discipline Code  |
| EKF Code of Conduct Policy  |
| EKF Child Protection Policy  |
| EKF Conflicts of Interest Policy  |

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| **SUPPORTING REFERENCES / EVIDENCE BASED DOCUMENTS**  |  |
| Every effort been made to review/consider the latest evidence to support this document?  | Yes  |
| **If ‘Yes’, full references are shown below:**  |  |
| **Number**  | **References**  |  |
| 1  | No specific references required for this policy  |  |

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| **DEFINITIONS / GLOSSARY OF TERMS**  |
| **Abbreviation or Term**  | **Definition**  |
| **Appeals Panel**  | Formal EKF process for reviewing appeals, chaired by an EKF Director  |
| **Complainant** | An athlete affected by a selection decision  |
| **Bye**  | In karate, a bye is the preferential status of an athlete or team that is automatically advanced to the next round of a tournament, without having to fight an opponent in an early round.  |
| **Consultation**  | Who is consulted during the process of creating a new document or reviewing an existing policy  |
| **Document Author**  | The person nominated to prepare the draft of a specific procedural document  |
| **Kiken**  | Can’t carry on, medical stoppage or athlete doesn’t want to carry on  |
| **Policy**  | A policy is a statement of what the EKF plans to do and the principle upon which it will act to carry out its responsibilities in relation to an activity, i.e. what we must do  |
| **Procedural Document**  | Documents that provide instructions on how to carry out certain tasks  |
| **Ratification**  | The 2nd (final) approval by a more senior committee  |
| **Stakeholder**  | Any individuals and / or groups with an interest in a procedural document and who can contribute, comment and agree to the content of that document. The relevant stakeholders and their appropriate level of involvement will need to be identified.  |
| **Validation**  | The 1st formal approval by an expert committee/Manager  |

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| **CONSULTATION** Enter the names and roles of the stakeholders that have contributed to the document  |
| **Name/Meeting**  | **Job Title**  | **Date Consulted**  |
|  | Performance Director, Head National Kata & Para-Kata Coaches, EKF Board | July 2025 |

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| **DISTRIBUTION & COMMUNICATION PLAN**  |
| Dissemination lead:  | Performance Director  |
| Previous documents already being used?  | No  |
| If yes, in what format and where?  | N.A  |
| Proposed action to retrieve out-of-date copies of the document:  | N.A  |
| **To be disseminated to:**  | Heads of Association, Athletes and Parents/Guardians  |
| Proposed actions to communicate the document contents:  | EKF Website upload, social media launch, email communications and verbal at next squad training with reminders when selections upcoming  |
| **TRAINING** Is training required to be given due to the introduction of this procedural document? **No If ‘Yes’, training is shown below:**  |
| **Action by**  | **Action required**  | **To be completed (date)**  |
| N.A  | N.A  | N.A  |

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| **Monitoring the England National Squad Selections Policy**  |
| **Section to be monitored** |  **Methodology (incl. data source)**  | **Frequency**  | **Reviewed by**  | **Group / Committee to be escalated to (if applicable)**  |
| Selections Process  | Review of all athletes’ points scored to determine selection  | Each selection  | National Head Coach supported byAssistant National Coaches  | Performance Department  |
| Appeals process  | Reviewing of all appeals against policy to see if process has been followedRecords will be stored for up to 3 years  | Ad-hoc  | Appeals Panel  | Board of Directors  |

**Appendix C – Roles and Responsibilities**

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| **Role**  | **Responsibility**  |
| EKF Board of Directors  | * To have overall organisational responsibility for ensuring the policy is followed.
* Will receive updates on any appeals and the outcomes of the appeals.
* Provide the budgetary framework for National Coaches to make informed choices about squad size.
 |
| Performance Director  | * Responsible for recommending the policy to the EKF Board of Directors.
* Responsible for reviewing any appeals or contested selections utilising the Tournament.
* Participation and Point System.
 |
| National Head Kata & Para-Kata Coaches  | * Overall operational management and enforcement of policy in conjunction with Assistant National Coaches.
* Reviewing the list of competitions on an annual basis
* Dealing with the initial part of the appeals process for selection of matters associated with the squad.
 |
| Assistant and Para Assistant National Coaches | • Aiding the National Coaches to implement the policy and ensure fairness in the selection process  |
| Youth Development Coaches, Heads of Association and Club coaches | • Ensuring that all would-be squad members are aware of the policy and that local club and consider the scoring system and selected list of competitions |