



**WCP Selection Policy and
Performance APA Matrix
2021-2025**

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Version No.	Version Date	Summary of changes
1.0	Oct 2021	Initial document.
1.1	Oct 2022	Athlete expenses policy updated. Greg Baker removed as a member of the BPTT Selection Committee.
1.2	Oct 2023	Andrew Rushton added as a member of the BPTT Selection Committee. Athlete number places corrected from 19 to 20. Shaun Marples job title changed to Programme Manager. All references to Pathway Manager changed to Programme Manager. All references to Chairman changed to Chair. All references to Selection Panel changed to Selection

Version No.	Version Date	Summary of changes
		Committee. Quorum number added. All references of player/s changed to athlete/s. Section added re staff/support staff advising Selection Committee. Info added on who is present at Selection Committee meetings, and reviews and targets. UK Sport pregnancy guidance link added. Clarification added that Paris Potential awards are made for no more than one year.

BPTT WCP Selection Policy and Performance APA Matrix **2021-2025**

Introduction

This selection policy and performance APA matrix outlines the eligibility and criteria for membership of the British Para Table Tennis (BPTT) World Class Programme (WCP) for Podium, Academy, and Confirmation for the period of 1st November 2021 – 31st March 2025. This policy will be reviewed annually (after the major tournament of the year) to ensure the selection policy: remains fair and efficient; takes account of any external rule or policy amendments; and includes any relevant feedback from the selectors, athletes, coaches and appeal panels.

There are 5 tiers to the overall programme that are in place to support athletes – Podium, Academy, Confirmation, Pathway, & Futures. All programmes are managed by BPTT however home nation table tennis associations work closely with BPTT to support the work of Pathway, and Futures. Separate selection policies for Pathway, and Futures will be available in the near future.

Athlete Nominations

BPTT has up to 20 places available for Podium, Academy, and Confirmation for the Paris cycle – 1st April 2021 to 31st March 2025, subject to continued funding from UK Sport.

Athlete Eligibility

To be eligible for membership of the BPTT WCP for Podium / Academy / Confirmation, as well as a UK Sport Athlete Performance Award (APA), athletes must:

- Hold membership with the BPTT.
- Must have an eligible impairment type according to the International Paralympic Committee (IPC) classification code, the International Table Tennis Federation (ITTF), and the European Table Tennis Union (ETTU).
- Sign and adhere to the BPTT/UK Sport Athlete Agreement.
- Sign and adhere to the Athlete Code of Conduct.
- Be eligible to compete for Great Britain at the Paralympic Games.
- 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, nor be in receipt of a funding ban from UK Sport.
- Meeting and continuing to meet the UK Sport Eligibility Policy. (<https://www.uk sport.gov.uk/resources/eligibility>)

Selection and De-selection

Selection of the 20 places will take place annually in November following the major championships throughout the cycle by the BPTT Selection Committee.

The BPTT Selection Committee will comprise of an independent chair and three others. The current members are:

1. Shaun Newcomb, Chair of the Committee (independent committee member)
2. Gorazd Vecko, BPTT Performance Director
3. Shaun Marples, BPTT Programme Manager
4. Andrew Rushton, BPTT Head Coach

The quorum shall be three members.
All members are voting members.

In addition, representatives from the BPA, the BEAA, UK Sport, and a note taker, may be invited to sit on this Committee as independent observers. As each eligible athlete is considered, members of the committee shall declare any conflict of interest and the Chair will decide if that committee member can contribute to the discussion as per the BPTT Conflict of Interest Policy. Where a genuine conflict of interest exists, the relevant committee member will not be permitted to contribute to discussions about the athlete in question or be entitled to vote.

BPTT staff and or support staff may be asked to provide evidence and/or advise the BPTT Selection Committee, such as selection recommendations, at the request of the Chair of the Selection Panel.

If the number of athletes meeting the nomination criteria exceeds the number of places available, consideration for programme membership may be based on (in no order of weighting):

- a. The ranking of the athlete in relation to the latest World Rankings.
- b. The age and profile of each athlete in relation to statistics collated on the profile for success in Paralympic Games.
- c. Individual athlete performance progression over the last 3 years.
- d. Performances over the previous two years at major championships.
- e. The quality of the athlete's training environment and training programme, and the athlete's engagement with the GB Programme.
- f. Adherence to the athlete code of conduct.

In the event of a tie vote, the Chair of the Selection Committee has the casting vote.

The Committee will report its decisions to the BPTT Board, BPTT Performance Monitoring Committee (PMC), and UK Sport.

BPTT Performance Director, or delegate, shall aim to communicate the decision of nomination via personal contact, followed up via email, within 14 working days of the selection decision.

The process of deselection can take place at any time throughout the cycle. The BPTT Selection Committee may recommend to UK Sport that an athlete is added or withdrawn from the Podium, Academy, and Confirmation Programmes at any time during the membership period. Recommendations to withdraw athletes from the programme and their associated funding and programme benefits will be made if, at the discretion of the Selection Committee, the athlete is no longer seen as possessing genuine and strong potential to make the team at the 2024 Paris Games and to medal at either those Games or the 2028 Paralympic Games. In addition, circumstances that warrant such action could be failure to make the required commitment to training, failure to engage fully in the WCP, failure to adhere to the rules in the athlete code of conducts, and failure to adhere to the UK Sport's Eligibility Policy. Reviews take place with Performance Squad athletes 2-3 times per year with targets set once a year however athletes may be assessed at any time during the funding period to demonstrate full engagement with prescribed training programmes, protocols, and support services.

Inclusion in the Podium, Academy, and Confirmation Programmes is likely to entitle athletes to a level of funding and access to support services. Ongoing receipt of this is subject to full engagement in the programme and meeting targets set out in this and strict compliance with the BPTT Performance values.

Support services are subject to funding and availability. Where demand for a service exceeds capacity, prioritisation for access will be based on the athlete's personal assessment and relative standing/ ranking. The Sports Science & Sports Medicine (SSSM) strategy is evolving and will continue to do so during the funding period.

UK Sport Athlete Personal Award (APA)

The APA is a means tested Lottery funded grant to support progression through to the Podium at the Paralympic Games. Podium APA amounts are classified from 'A+' (the highest award), to Paris Potential. Academy APA awards are tiered from 'C' to 'D'. Confirmation (entry level) APA awards are tiered as 'E'. The value of 'A' level Podium is derived from the average estimated costs of living and training as an elite athlete. All subsequent funding levels being based on progression towards Podium level. An APA runs for a maximum twelve-month period.

A UK Sport APA is a contribution towards general living and sporting costs. The APA for a Podium level athlete is a contribution towards sporting and living costs, and the APA for an Academy athlete is only a contribution towards sporting costs.

The UK Sport APA guidelines provide a recommended split in expenditure between living and sporting costs.

The **living costs** element of the grant covers a contribution to the costs of rent/mortgage, domestic bills, basic food, general clothing, telephone, household insurance, National Insurance contributions and a stakeholder pension. (The list is an example as opposed exhaustive).

The **sport specific** costs element of the grant provides a contribution to the costs of personal training equipment, internet and mobile telephone costs, vehicle costs, alternative UK travel costs, training clothing, nutritional/dietary supplements, local gym membership, consumables and sport specific equipment. (The list is an example as opposed exhaustive).

BPTT Performance Pathway APA Matrix

The BPTT Performance Pathway APA Matrix outlines the process agreed between the British Para Table Tennis (BPTT) and UK Sport as to how to assess athlete performances and an individual athlete's suitability for inclusion on the World Class Programme (WCP).

The award period for the APA runs from 01 December 2021 – 31 March 2025, with regular reviews. Dates of the reviews will be communicated to athletes in advance.

The objectives of this selection process are to:

- Use the performance profile to determine:
 - The appropriate Athlete Performance Award (APA)
 - The appropriate level of WCP support and intervention for each athlete.

Performance and commitment expectations

At Podium, Academy, and Confirmation levels certain performance criteria are expected to be met by all athletes in order to be in receipt of an APA.

This includes:

- Achievement of agreed health and fitness goals
- Utilising available Sport Science support on a regular basis
- Competing at a pre agreed number of events per year

Athletes are required to demonstrate a level of **commitment** across Podium, Academy, and Confirmation levels in order to be in receipt of an APA. This includes:

- Achievement of training programme outcomes agreed between the athlete and BPTT. Including 92% attendance at all training and 92% achievement in all physical, psychological, tactical and technical training sessions against targets set by BPTT Performance Coaches. To be documented by athlete and signed off by BPTT Performance Director/Head Coach.
- Achievement of agreed fitness programme plan between athlete and BPTT. Documented by athlete and approved by EIS S&C coach.
- 100% attendance at agreed EIS Sport Science staff sessions as agreed between athlete, BPTT and home country sports science provider.
- Achievement of performance targets agreed between the athlete and BPTT Performance Director every six months.
- 100% attendance at all camps and positive reviews provided by BPTT Coaching Team.
- Sign, and adhere to, the BPTT Athlete Code of Conducts.

BPTT WCP Performance APA Matrix

Please note that all para table tennis team events will be replaced with doubles events from 1 January 2022, including all of the major competitions (European Championships, World Championships and the Paralympic Games). Where an athlete is in receipt of a Podium level APA and transitions to a new event or discipline within their sport, a period of transitional APA funding can be agreed before the athlete is expected to meet the performance criteria within the new event or discipline. In these cases, the APA can be sustained at the current level for up to two years, or at the Paris Potential level for one year.

APA Level	Award	Competition Outcome	Performance Criteria	Commitment
A+	£28,000	<p>Achieved more than one performance at A level in different competitive seasons with at least one of these performances having been achieved in the World Championships or Paralympic Games.</p> <p>A Paralympic Games performance/s contributing towards the A+ APA level can, in principle, count for a maximum of 3 years.</p> <p>A World Championships performance/s contributing towards the A+ APA level can, in principle, count for a maximum of 2 years.</p>	<ul style="list-style-type: none"> An agreed training programme that includes physical, psychological, tactical and technical work This is to be based on a minimum of 25 hours of high-quality training per week. Attending all BPTT sessions and demonstrating commitment to training. Working with BPTT coaches on an agreed basis between training camps. Regularity of coaching agreed between the athlete and the BPTT coaching team on a weekly basis. 	<ul style="list-style-type: none"> Athletes must show that they are undertaking a minimum of 25 hours high quality training per week. This is agreed between the athlete and coaches on an individual basis. Athletes are expected to do 75% of their training at one of the centralised centres in Sheffield or Cardiff.
A	£26,000	<p>Gold or Silver medal at Paralympic Games in Individual or Doubles event.</p> <p>OR</p> <p>Gold medal at the World Championships in individual or Doubles event.</p> <p>A Paralympic Games performance/s contributing towards the A APA level can, in principle, count for a maximum of 3 years.</p> <p>A World Championships performance/s contributing towards the A APA level can, in principle, count for a maximum of 2 years.</p>		

B+	£23,000	<p>Achieved more than one performance at B level in different competitive seasons.</p> <p>To be eligible to receive the B+ level APA, athletes must have achieved more than one performance at this level. The two performances must be achieved in different competitive seasons with at least one of these performances having been achieved in the World Championships or Paralympic Games.</p> <p>Athletes can, in principle, remain eligible to receive an award at this level for 2 years provided they remain on track to achieve/contribute to a medal winning performance in Paris.</p>	<ul style="list-style-type: none"> • Progression to Podium A/B+ (as applicable) within 24 months. • An agreed training programme that includes physical, psychological, tactical and technical work. This is to be based on a minimum of 25 hours of high-quality training per week. • Attending all BPTT sessions and demonstrating commitment to training. • Working with BPTT coaches on an agreed basis between training camps • Regularity of coaching agreed between the athlete and the BPTT coaching team on a weekly basis 	<ul style="list-style-type: none"> • Progression to Podium A/B+ (as applicable) within 24 months. • Athletes must show that they are undertaking a minimum of 25 hours high quality training per week. This is agreed between the athlete and coaches on an individual basis • Athletes are expected to do 75% of their training at one of the centralised centres in Sheffield or Cardiff
B	£21,500	<p>Bronze medal at Paralympic Games in Individual or Doubles event.</p> <p>OR</p> <p>Silver or Bronze medal at the World Championships in individual or Doubles event.</p> <p>OR</p> <p>Gold medal at European Championships in Individual or Doubles in a Paralympic event.</p> <p>Athletes can, in principle, remain eligible to receive an award at this level for 2 years provided they remain on track to achieve/contribute to a medal winning performance in Paris.</p>		
Paris Potential	£19,000	<p>Athletes will only be considered at this level where they have previously been in receipt of a Podium A or B level award and there are exceptional circumstances that have prevented them retaining an award at that level.</p> <p>Despite not meeting the competition outcome standard to remain at A or B level, there will be strong evidence that the</p>	<ul style="list-style-type: none"> • Expectation to progress to Podium A / B level within 12 months. • An agreed training programme that includes physical, psychological, tactical and technical work This is to be based 	<ul style="list-style-type: none"> • Upward progress to progress to Podium A / B level within 12 months. • Athletes must show that they are undertaking a minimum of 25 hours high quality training per week. This is agreed between the athlete and coaches on an individual basis.

		<p>athlete is capable of bridging the gap to medal success in Paris and has made the commitment to do so.</p> <p>Paris Potential awards are made for no more than one year.</p>	<p>on a minimum of 25 hours of high-quality training per week.</p> <ul style="list-style-type: none"> • Attending all BPTT sessions and demonstrating commitment to training. • Working with BPTT coaches on an agreed basis between training camps. • Regularity of coaching agreed between the athlete and the BPTT coaching team on a weekly basis. 	<ul style="list-style-type: none"> • Athletes are expected to do 75% of their training at one of the centralised centres in Sheffield or Cardiff.
C1	£18,000	<p>Individual or Doubles Silver Medal at the European Championships in a Paralympic event.</p> <p>Doubles Gold Medal at the World Championships in non-Paralympic Events in the Men's / Women's / Mixed events.</p> <p>Awards relating to non-Paralympic event medals to be at the discretion of the Performance Director / Selection Committee.</p>	<ul style="list-style-type: none"> • Expectation to progress to Podium B level within 24 months. • An agreed training programme that includes physical, psychological, tactical and technical work This is to be based on a minimum of 25 hours of high-quality training per week. • Attending all BPTT sessions and demonstrating commitment to training. • Working with BPTT coaches on an agreed basis between training camps. • Regularity of coaching agreed between the athlete and the BPTT coaching team on a weekly basis. 	<ul style="list-style-type: none"> • Upward progress to Podium B within 24 months of commencing Podium C level • Athletes must show that they are undertaking a minimum of 25 hours high quality training per week. This is agreed between the athlete and coaches on an individual basis. • Athletes are expected to do 75% of their training at one of the centralised centres in Sheffield or Cardiff.
C2	£15,000	<p>Individual or Doubles Bronze Medal at the European Championships in a Paralympic event.</p> <p>Awards relating to non-Paralympic event medals to be at the discretion of the Performance Director / Selection Committee.</p>		
C3	£13,000	<p>Individual World Ranking – Top 8.</p> <p>Or</p> <p>Doubles Silver/Bronze Medal at the World Championships in non-Paralympic Events in the Men's / Women's / Mixed events.</p> <p>Or</p>		

		Doubles Gold Medal at European Championships in non-Paralympic Events in the Men's / Women's / Mixed events. Awards relating to non-Paralympic event medals to be at the discretion of the Performance Director / Selection Committee.		
D1	£10,500	Individual Gold/Silver Medal at International Events – Factor 40, where 4 athletes from the Top 10 were competing.	<ul style="list-style-type: none"> • Expectation to progress to Podium C level within 24 months. • An agreed training programme that includes physical, psychological, tactical and technical work This is to be based on a minimum of 25 hours of high-quality training per week. 	<ul style="list-style-type: none"> • Upward progress to Podium C within 24 months of commencing Podium D level. • Athletes must show that they are undertaking a minimum of 25 hours high quality training per week. This is agreed between the athlete and coaches on an individual basis. • Athletes are expected to move to one of the centralised centres in Sheffield or Cardiff to do the majority of their training or undertake an agreed training programme approved by the Performance Director & the Head Coach.
D2	£8,500	Individual World Ranking - Top 18. This is at the discretion of the PD / Selection Committee, based on the number of active athletes on the world ranking, by classes.		
Entry	£7,500	Individual – Top 8 finish at International Events – Factor 40, or Individual Medal at International Events – Factor 20. Or World Ranking – Top 25. This is at the discretion of the PD / Selection Committee, based on the number of active athletes on the world ranking, by classes. Or At the discretion of the Performance Director / Selection Committee if the athlete has centralised and showing an upward trajectory of performance.	<ul style="list-style-type: none"> • Expectation to progress to Podium D level within 24 months. • An agreed training programme that includes physical, psychological, tactical and technical work This is to be based on a minimum of 25 hours of high-quality training per week. 	<ul style="list-style-type: none"> • Upward progress to Podium D within 24 months of commencing Podium E level. • Athletes must show that they are undertaking a minimum of 25 hours high quality training per week. This is agreed between the athlete and coaches on an individual basis. • Athletes to sign an agreed level of commitment with the Programme Manager to training at the centralised centres in Sheffield or Cardiff.

Podium APA A+, Podium A, Podium B+, Podium B, and Paris Potential (Podium NGB award)

Podium APAs are designed to support athletes whose profile indicates a strong prospect of achieving/contributing¹ to medal winning performances at the Paralympic Games within the cycle and who are already achieving/contributing to international results within the medal zone.

- Podium awards are made at A and B levels
- An additional award level 'Paris Potential' is provided to support athletes that have been in receipt of a Podium level award, do not meet the competition outcome standards to retain an A or B award, yet remain a strong medal prospect for Paris. Paris Potential awards are made for no more than one year.

Podium Potential APA C1, C2, C3, D1, D2 (Academy NGB award)

Podium Potential APAs are designed to support athletes who have been identified and confirmed as having the potential to bridge the gap to Paralympic medal success and have made the commitment to pursue this goal.

- Podium Potential awards are made at C and D levels.

Entry Level APA (Confirmation NGB award)

Entry Level APAs are designed to support athletes in their first 1-2 years of inclusion in high-performance programmes, to provide a period through which the potential of the athlete is explored and confirmed.

Important Supplementary Information

The athlete expenses policy to be utilised alongside this matrix is as follows:

Matrix Level	Athletes pay	Programme pay
A+ to C	<ul style="list-style-type: none"> • Food costs for domestic camps. • Mileage (domestic camps and weekly training). • Additional coaching costs outside the WCP. • International camps, competitions and league match airport travel and accommodation if travelling without the squad.* • Domestic and league competitions and International invitational events. 	<ul style="list-style-type: none"> • Hotel costs for domestic camps. • International camps. • International competitions (up to 5 per year including a major). • Carer food costs at domestic camps.

¹ The expression 'contributed' has been used throughout the Policy document to reference the performance of athletes that are part of a doubles partnership.

<p>D to Entry Level APA</p>	<ul style="list-style-type: none"> • Food costs for domestic camps. • Mileage (weekly training only). • Additional coaching costs outside the WCP. • International camps, competitions and league match airport travel and accommodation if travelling without the squad.* • Domestic and league competitions. 	<ul style="list-style-type: none"> • Hotel costs for domestic camps. • Travel costs (camps only) • International camps and competitions. • Carer food costs at domestic camps. • International league match flights (must be booked a minimum of 1 month in advance).
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* If transport and accommodation is provided by the programme there is no requirement to cover the costs. When travelling alone or with a small number of athletes then each athlete is responsible for their travel to and from UK airports and any related costs. Please see confirmation for each specific trip from Louise Larcombe, Performance Operations Manager.

** Individual athlete arrangements regarding each athlete's expenses policy can be made at the Performance Director's discretion depending on personal training circumstances.

- The matrix demonstrates the pathway for athletes to progress through the BPTT World Class Performance Programme from Confirmation to Podium, with a view to achieve gold medal successes for Great Britain at Major Competitions.
- BPTT generally expect new athletes to enter the APA Matrix at Entry Level. Entry Level APAs are designed to support athletes in their first 1-2 years of inclusion in high-performance programmes, to provide a period through which the potential of the athlete is explored and confirmed.
- Regular achievement of both performance and the world class athlete characteristics targets as defined within the matrix does not automatically guarantee an athlete entry onto the World Class Programme or access to a particular funding level. The quality, consistency and progression of performances and an athlete's overall commitment as well as an assessment of the potential the athlete has to win medals in the Paralympics will be taken into account in deciding who will be offered an APA.
- Athletes transitioning onto the World Class Programme and/or access to a particular funding level must recognise that the benefits offered are given so as an award in order to permit the athlete to train and progress their playing career in with the intention to assist them to achieve gold medals for Great Britain.
- Should athletes become static or not achieve performance and the world class athlete characteristics as listed on the matrix, BPTT reserve the right to de-select them from the programme. BPTT also reserve the right (with the approval of UK Sport) to review whether an athlete, in exceptional circumstances, can remain or move to a lower level on the matrix, but athletes should recognise that this will only occur in exceptional circumstances.
- Athletes can be re-instated onto the matrix should their performance and appropriate characteristics warrant re-inclusion.

Reviews

Athletes are assessed against the BPTT WCP Performance APA Matrix at their quarterly athlete performance reviews. If an athlete is not progressing against targets, then programme and APA support can be reviewed or removed, athletes will be given due notice (3-6 months review period, depending on the circumstances). BPTT will aim to communicate the notice via personal contact, followed up via email.

- All athletes on the pathway are expected to attend all BPTT Training Camps and demonstrate 100% commitment to training. Should an athlete be injured there is still a requirement to be present at BPTT training camps unless medically certified by the BPTT WCP Sport doctor as not able to travel.
- When considering an athletes' entry onto the BPTT Performance Pathway APA Matrix in the area of performance, this will primarily be based on individual performances before doubles performances are taken into account.
- Should a Podium / Academy athlete meet their performance outcomes, but at the following milestone event not achieve the required performance outcome (i.e., medal), they may be retained as a Podium / Academy athlete at the discretion of the Performance Director / Selection Committee up until the following year, subject to meeting performance outcomes and world class athlete characteristics.
- Athletes receiving Podium level funding will not be eligible for Academy level funding should there be a downward trajectory in performance. In exceptional circumstances, Paris Potential level funding may be considered.
- Athletes receiving Academy level funding will not be eligible for Entry Level (Confirmation NGB level) funding should there be a downward trajectory in performance.

Athlete Financial Need Assessment

Means testing is applied to all APA awards to ensure UK Sport only targets resources where there is evidence of financial need. The principle of financial need underpins all public investment.

- Means testing will apply to athletes whose total income (including APA) exceeds £65,000 p.a. Where this is the case awards will be reduced pound for pound above this threshold.
- Exceptional cases will be considered for applying a higher threshold where there is substantial evidence that the essential costs of pursuing Olympic or Paralympic medal success in the sport exceeds £65,000 p.a.
- Where the athlete declares that their income has been over £35,000 p.a. (excluding APA), the athlete will be required to provide further evidence of this income.

Examples include:

- Income over the past 12 months (as an individual)
 - Income per last self-assessment tax return (through self-employment)
 - Net profit stated in the last set of company accounts (through running a limited company)
- In assessing income, some discretion will be applied to the treatment of gifts and goods in kind, dividends in excess of profit and some loans (e.g., student finance), to ensure the assessment of income provides a true reflection of the resources available to the athlete.
 - Where an athlete joining the programme experiences a significant reduction in their income as a result, (for example, leaving full-time employment) UK Sport may, entirely at its discretion, allow the athlete to access an APA in their first year. UK Sport may seek repayment of this APA if, at the next financial assessment of the athlete's income (typically after a 12-month period) there is no evidence of a reduction as declared by the athlete.
 - Where an athlete that has previously, (i) not received an APA or, (ii) received a reduced APA due to the means testing process and is experiencing a significant reduction in their income during the APA award period, then the athlete will be eligible to reapply providing evidence of a reduction in income and any other relevant documentation.
 - It is the athlete's responsibility to ensure that UK Sport is provided with accurate information on income. A series of validation checks are undertaken each year, and should it be found that inaccurate information has been provided, or that the UK Sport Eligibility Policy has been breached, this may lead to the APA being withdrawn.
 - UK Sport reserves the right to conduct random checks and ask for further documentation from athletes above and beyond the standard annual audit carried out by external parties, to validate an athlete's income declaration.
 - Athletes and NGBs should be aware that knowingly making false statements and / or failing to make a full and fair disclosure of information relevant to the financial needs assessment is both a breach of the UK Sport Eligibility Policy and may constitute fraud. UK Sport takes the offence of fraud (including theft, corruption and bribery) seriously and where any instance of fraud or an attempt to defraud, occurs UK Sport will take appropriate action, including reporting to the police.

Minors and Adults at Risk in receipt of an APA

- Athletes aged between 16 and 18 years of age and adults at risk can choose whether their APA is paid into their own bank account or to a suitable nominated individual (e.g. parent/guardian).
- Where this is the case the APA documentation (Income Assessment Form and Terms & Conditions) must be completed and accepted by the parent/guardian on their behalf.
- Athletes under 16 years of age must have their APA paid to their parent/guardian.
- Where nominated individuals require access to the UK Sport Athlete Nominations Portal to complete APA documentation, a consent form must be completed by both the athlete and nominated individual and returned to the Athlete Investment Team.

Athletes in Receipt of State Benefits

- Podium level athletes that are in receipt of means-tested benefits from the Department of Work and Pensions (DWP) will receive a reduced APA to enable them to continue receiving the benefits they are entitled to. These APAs are known as General Purpose Training Support (GPTS) APAs.
- Where an athlete is eligible for government benefits, UK Sport would endorse applying for these prior to completing the APA application form in order to accurately reflect their household income. This however is an athlete's choice and there should be no expectation that athletes must apply for benefits.
- UK Sport conducts a quadrennial review of the means-tested benefits currently paid by the DWP to ensure parity with GPTS APAs.

Injury & Illness

- In the event of injury/illness (both physical and mental), and in cases where an athlete is considered likely to recover to full fitness for training and competition, the athlete should continue to receive their full APA up to three months from the point the injury/illness occurred or was identified.
- If after three months the athlete remains unavailable for full selection or training, an expert² review should be undertaken to confirm the likelihood that the athlete remains able to pursue success in the Paralympic Games, to agree a programme of rehabilitation with the Performance Director/Head Coach/Programme Manager and to plot a timetable for return to full training and competition and to participate fully in the WCP as per the Selection Criteria.
- Each case will be considered on its own merit, and further expert advice may be sought where the long-term impact of the injury/illness is unclear (such as referral to the mental health panel). The athlete's progress against the timetable will need to be reported to UK Sport every three months thereafter, until the athlete has either fully resumed training and competition or left the programme.
- Subject to satisfactory evidence of the likelihood of return, the APA should continue to be paid at the existing award level for up to a year but will only be extended beyond this in exceptional circumstances.
- Where there is medical evidence that the injury/illness will affect the long-term potential of the athlete, or where the athlete has shown neither progress nor commitment to the agreed rehabilitation programme, the athlete can be removed from APA support providing an appropriate period of notice is given – see Athletes Leaving the Programme.

² Expertise in this case should include medical expertise relevant to the athlete's condition.

Pregnancy

Being pregnant and an elite athlete should not be mutually exclusive. To ensure support is provided for athletes who wish to have a child whilst they are on the BPTT World Class Programme and in receipt of an APA, the following policy will apply:

- Athletes in receipt of APA funding will remain eligible to access their full APA (subject to means testing) for the duration of the pregnancy at the APA level they were on at the time of becoming pregnant and for up to nine months post childbirth.
- Continued access to the APA post childbirth will be dependent on:
 - a) The athlete's intention to return to the sport and the programme being discussed and confirmed no later than six months post childbirth.
 - b) At the point where the intention of the athlete is clear, forming a mutually agreed plan/timetable for return to training and competition with the Performance Director/Head Coach/Programme Manager – this plan should acknowledge the athlete's experience of pregnancy, the impact on them physically and mentally and the nature of the event they are returning to.
 - c) Monitoring, reviewing and confirming that the athlete has made the necessary commitment to this plan and is on track to return.
- If the level of commitment and or progress against this plan are not demonstrated, the athlete would be given notice and offered a period of transition before the APA funding stops (see Athletes Leaving the Programme).
- At nine months post childbirth the potential of the athlete should be assessed and confirmed to UK Sport in order to continue to access the APA. It is important to note that this assessment should indicate the athlete's future medal potential and not necessarily performance outcomes.
- An athlete who announces retirement from their sport during pregnancy or in the initial six months post childbirth, will not be given a further period of notice before the APA terminates.
- In the event of complications either during the pregnancy or post childbirth, this policy will be flexed as is reasonable to accommodate these circumstances on a case-by-case basis.
- UK Sport has commissioned further research into athletes' experiences of pregnancy, with the aim of providing further guidance about how athletes should be supported through pregnancy and post childbirth. BPTT reserves the right to adjust this pregnancy policy where the findings of this research suggest the policy should change. Further information can be found on the UK Sport website: <https://www.uksport.gov.uk/resources/pregnancy-guidance>.

APA Funding During Athlete Transition Athletes Joining the Programme

- All athletes will go through an induction process when joining the BPTT World Class Programme or when changing between levels of the Performance Pathway.

Where athletes are new members of the programme and are receiving an APA for the first time, BPTT will ensure the athlete(s) are provided with sufficient support and opportunity to effectively transition into the programme.

Transitions within Doubles Partnerships

- Where an athlete is in receipt of a Podium level APA and is adversely impacted by the retirement of a or doubles partners, a period of transitional APA funding can be agreed before an objective performance assessment of the newly formed doubles takes place. In these cases, the APA can be sustained at the current level for up to two years, or at the Paris Potential level **for one year**.

Transition Between Events / Disciplines

- Where an athlete is in receipt of a Podium level APA and transitions to a new event or discipline within Para Table Tennis, a period of transitional APA funding can be agreed before the athlete is expected to meet the performance criteria within the new event or discipline. In these cases, the APA can be sustained at the current level (or at the Paris Potential level) for up to two years.

Transition Between Sports

- Where an athlete is attempting to transfer between two sports, and is currently in receipt of an A, B, C, or Paris Potential APA, the athlete can be nominated for a transitional APA up to two years before being expected to meet the APA selection standards in the new sport.
- The APA can be extended beyond 12 months where circumstances prevent an athlete achieving a result or performance, which could include:
 - a) Injury, illness or pregnancy (see above)
 - b) External factors such as cancelled competition opportunities
 - c) The sport's schedule for athlete selection not aligning to this timescale.
- Athletes in receipt of an A level APA will receive a maximum award of A (£26,500 p.a.) and athletes in receipt of a B level APA will receive a maximum award of B (£21,500 p.a.) during this transitional period.

Athletes Leaving the Programme

- A minimum of a one-month notice period³ should be provided to all athletes that are no longer nominated at Podium, Academy, or Confirmation level or will receive a reduction in APA funding as a consequence of the level at which they have been nominated.
- This period of notice should be within an athlete's current award term, i.e., athlete reviews should be conducted before APAs are due to expire to allow for this

³ This policy point relates to providing confirmation that the athlete will no longer be nominated for an APA or be nominated at a lower APA level. It is expected that the athlete will have been given advance notice of this potential outcome as part of regular athlete review processes.

notice period and paperwork to be turned around.

- Additional transitional funding will be offered at the current grant level for a period of time dependent on the total continuous period of programme membership. This additional transitional funding will be provided as follows:

>1 year but <2 years	= 1 month transitional award
>2 years but <3 years	= 2 months transitional award
>3 years	= 3 months transitional award

- Where appropriate, programmes will be expected to provide continued access to essential services and support during the transitional period and specifically to medical services where this is necessary to support the treatment of a pre-existing medical condition.
- Whilst BPTT accommodate as much of the transitional award period as possible within the current award term, new athletes can be nominated before the transitional award period ends.
- Once an athlete leaves the programme, they will no longer receive access to medical cover through AMS. However, AMS cover will continue for up to a maximum three months after the month their funding ceases for an existing medical claim and treatment to finish. No new claims can be opened within this three-month extension period.
- Where an athlete is leaving the programme for disciplinary reasons, or due to a lack of engagement in the programme, BPTT and UK Sport in consultation, have the discretion to revoke any transitional funding.

Training Partners

- Training partners are not eligible to receive APA funding. Where training partners are essential to the effective delivery of the high-performance programme, alternative arrangements should be made to secure the support of these athletes.

Athlete Medical Scheme

- The Athlete Medical Scheme (AMS) is private medical insurance cover for World Class Programme (WCP) athletes whilst training and competing in their sport. It is provided as an additional benefit from UK Sport (UKS) alongside the support services they receive from their governing body programme and their Athlete Personal Award (APA).

Appeals Process

- If an athlete wishes to appeal a decision regarding selection on the WCP, or if an athlete believes that there is a discrepancy between their nominated APA level by the BPTT and the performance matrix, they should refer to the 'Appeal Process – Non-Selection' document which BPTT can provide, and can also be found on the BPTT website: <https://www.britishparatabletennis.com/pages/performance>