

## **ELIGIBILITY CRITERIA FOR THOSE WISHING TO REPRESENT ANY ENGLAND CLAY TARGET SHOOTING TEAM**

**(FOR INTERNATIONAL EVENTS UNDER THE JURISDICTION OF THE INTERNATIONAL CLAY TARGET SHOOTING COUNCIL FOR GREAT BRITAIN AND IRELAND)  
(Adopted January 1995)**

- 1 Must be a fully paid-up, current member of the English CPSA.**
- 2 Must comply with at least one of the following criteria:-**
  - a) Having been born in England.
  - b) Having one or both parents born in England.
  - c) Having been officially resident in England for a minimum continual period of four years prior to qualification.
- 3 If a shooter has already represented another Country/Team in any discipline, he/she must fully comply with the following procedures, in addition to the above, before being eligible to shoot for England:-**
  - a) A minimum period of three years would have to elapse between last shooting for another Country or Team and first shooting for England.
  - b) The shooter would have to obtain for this change, full agreement, in writing, from the English CPSA and the other country's National Association.
  - c) The International Clay Target Shooting Council (ICTSC) must approve the changeover in advance.
  - d) The International Clay Target Federation must approve the changeover in advance

## **CONGRATULATIONS ON BECOMING A MEMBER OF AN ENGLAND TEAM**

Wearing the England badge is probably the greatest honour to which dedicated sportsmen and women can aspire. However, being a member of the England Team carries certain responsibilities. Although you have obviously earned your team place by ability, sacrifice, hard work and sheer dedication, it is just as well to realise that there are many people, who, although they will never wear the badge as you now do, have put in just as much effort and sacrifice. Their contribution has helped you to where you are now and when you shoot for England, you are representing not only your country but also that band of shooters, the majority, who have not made the team. Any of these people would be delighted to take your place.

The CPSA requests that you co-operate fully with your Team Manager, fellow team members and officials and that you put maximum effort into the competition. There should be no late hours or excessive drinking etc. Please conduct yourself with decorum at all times. You are an ambassador for England and should wear your badge with pride and dignity. The whole event should be a memorable one – for the right reasons!

Pressures may become apparent when shooting as a member of a team. Pressures that you may never before have experienced. It is one thing to shoot as an individual and quite another as the member of a National Team. Try to maintain style and rhythm, the very technique that brought you successfully through the selection procedure. Keep working for every target, even if your personal score is depressing you. EVERY TARGET COUNTS! Missing Team victory by one or two clays can be very frustrating.

You are of course bound by the rules and regulations of the discipline that you shoot. You must also abide by the host country's regulations and any special rules implemented by the organisers of the competition (i.e. the ICTSC, ICTSF, ISSF, CSF, CG, FITASC)

If at any time you have cause to feel concern regarding any instructions received, inform your Team Manager.

England Team members are given financial and other benefits for achieving their place at all International events, which may vary from event to event. Full details will be made available by the CPSA to those gaining a team place, well in advance of these events. CPSA Booklet 5 contains most information relating to Home International events and are available FOC from CPSA HQ.

New England caps will also be awarded an England wire blazer badge, a metal England team pin badge and an England Team tie/bow.

**ENJOY YOURSELF AND GOOD LUCK!**

## **TEAM MANAGERS**

Team Managers are appointed for all Home International Team Matches in the following disciplines: DTL, English Skeet, English Sporting, ABT, OTR, OSK and FITASC. In addition any European, World Commonwealth Shooting Federation and Commonwealth Games events that the CPSA will be participating in. Applications for these posts, (which will be advertised on the CPSA website and Pull! magazine) must be made in writing to the CPSA Management Board who will finally decide who shall be given the position. The period of appointment for Home International and European events is 3 years with the understanding that this position is one of continual assessment by the Directors. If they feel the incumbent is not fulfilling the role on an annual basis then immediate notice of termination may be given following the Home International event that year. All others are for that event only. The position of Team Manager will automatically preclude the post holder from becoming a shooting member of the team and from shooting as an individual at the International event, except in special circumstances where prior consent from the CPSA has been obtained.

For any other events, in any discipline, in which an official England Team participates, the above rules may not necessarily apply and Managers will be appointed at the discretion of the CPSA's Management Board or its Chief Executive by delegation.

## **TEAM MANAGER RESPONSIBILITIES**

The Team Manager is in position to liaise with CPSA HQ, motivate and encourage Team Members and deal with any problems that may arise at the event. He/she is in overall charge of the Team and is the official representative of the CPSA.

## **TEAM MANAGER BENEFITS**

Team Manager's direct travel and accommodation expenses for the International Event will be met by the CPSA, on production of a detailed claim form and relevant vouchers and receipts.

## **Before the International Team Event the Team Manager will: -**

- Wherever possible be present at Selection Shoots and actively seek out and introduce him/herself to potential team members
- Be fully conversant with the selection procedure of his/her particular discipline
- Be fully conversant with the Rules and Regulations of his/her particular discipline and carry a copy of the relevant Rule Books at all times
- Be prepared to work with the Team Captain and CPSA HQ and assist with distribution/collection of info/invitation packs, etc. to Team Members
- Be prepared to welcome New Caps to the team and ensure they are fully conversant with the requirements of being an England Team Member
- Compile/request a full list of Team Member names, addresses and telephone numbers
- Compile/request a full list of Team Managers names and telephone numbers from other Counties (they may make up part of the Jury at the Event)
- (in the case of DTL) Advise, as requested by CPSA HQ, in the appointment of a qualified referee and "a puller" to operate the button on behalf of the England Team
- Liase with CPSA HQ in the production of any itinerary/program of events as necessary
- Liase with CPSA HQ regarding any Banqueting details
- Inform all Team Members of any meeting times and places and any practice times
- In liaison with CPSA HQ organise all travel, accommodation and rooming arrangements for the Team and notify all Team Members and CPSA HQ of the arrangements
- Give all Team Members the necessary details of any required documents for shotgun/cartridge importation
- If travelling to a Commonwealth country, the Team Manager in conjunction with CPSA HQ, to notify the Foreign and Commonwealth Office with details of travel, plans and competition. This information will then be forwarded to the relevant Consulate to enable them to look after the interests of the team should it prove necessary. Details should include the names of the Team Manager and Team Members, arrival and departure dates and times, name of the event, venue and address, hotel or other contact address.
- Request/compile telephone numbers for the local police and the respective consulate as necessary

**At the International Team Event the Team Manager will: -**

- Be present and available on the shooting ground at all times
- Be present for the squad selection and any pre meetings taking place
- Distribute Programs and Banquet tickets to all Team Members and their guests
- Distribute allowance cheques and date bars to the Team
- Ensure that Team Members do not leave the layouts until they have checked and agreed the scores
- Compile/request a full list of Team Manager names and telephone numbers from other countries (they may make up part of the Jury).
- In the case of a disagreement, the Manager should be fully conversant with the Protest Procedure and ensure it is carried out correctly
- Double check master score sheets
- Be fully conversant with the Rules and Regulations regarding shoot-off procedures for individuals and teams
- Ensure Team Members are advised and available to shoot in the event of a shoot-off
- Ensure that all is correct before leaving the ground during competition days
- Be fully aware of team members' final positions and any prizes/awards won by them
- Provide CPSA HQ with a full lists of results and prize winners for the entire international event including scores no later than the morning of the first working day following conclusion of the event

**At the International Team Banquet the Team Manager will:**

- Ensure all Team Members are present and correctly attired for Team photographs and that ONLY shooting team members and the Team Manager, appear on the official Team photograph
- Be present at the entrance of the Banquet Hall to ensure each Team Member is safely ensconced
- Ensure there is no display of inappropriate behaviour
- Be prepared to thank the host nation publicly
- Ensure that every member of his/her team, due to receive a prize/trophy is available at the presentation wherever possible

### **After the International Team Event the Team Manager will:**

- Ensure that all Team Members receive any ordered/purchased official Team photographs
- Organize an article for the next edition of PULL!

### **APPROPRIATE CONDUCT**

The Team Manager is the official representative of the CPSA and has the full backing of the Management Board. His/her instructions should be obeyed at all times. If any Team Member finds this unacceptable, they are requested to decline the invitation to take up their place in the England Team.

The Team Manager has the authority of the CPSA Management Board to discipline members who for any reason bring the England Team, the CPSA or the sport into disrepute or refuse to co-operate with any reasonable request. The Team Manager has every authority to dismiss any culprit from the England Team and arrange for their early return home. In that event, the Team Manager will submit a full report to the Management Board upon his/her return, detailing any misdemeanour including dates, times and witnesses. The Management Board at the next scheduled Management meeting will consider this report.

The Team Manager is not there to carry Team Members' ammunition or clean their guns! He/she is an integral part of the team and will require respect and support.

### **APPLICATIONS FOR THE POST OF TEAM MANAGER**

Applications for the post of Team Manager should be made in writing and addressed to **"The Management Board"** and sent for the attention of the **Chief Executive** to:-

The Clay Pigeon Shooting Association Ltd  
Edmonton House  
Bisley Camp  
Brookwood  
Woking  
Surrey  
GU24 0NP

### **Include information as follows:-**

Length of time served as a member to the CPSA  
Any CPSA Qualifications held  
Previous shooting experience  
Any other relevant experience

Evidence of good general relationship with shooters within chosen discipline  
Any letters of support from fellow shooters

**Desirable Attributes:-**

Past member of an England Team  
Good administration and organisational skills  
Experience of speaking in public  
Management experience  
Good communication skills (oral and written)  
Dignified appearance and demeanour at all times consistent with the importance of the position

**OFFICIAL ENGLAND TEAM UNIFORMS**

**Dress Uniform** (to be worn for the official team photograph, at the Banquet and whenever requested by the Team Manager)

**Men**

- \* Navy blue blazer (displaying official England Team wire Blazer Badge supplied by the CPSA, on the breast pocket)
- \* Mid grey flannel trousers
- \* White collared shirt
- \* Black shoes
- \* Grey socks
- \* Official England Team Tie (supplied by the CPSA)

**Women**

- \* Navy blue blazer (displaying official England Team wire Blazer Badge supplied by the CPSA, on the breast pocket)
- \* Mid grey, knee length skirt
- \* White collared shirt or blouse
- \* Black shoes
- \* Official England Team Bow or Tie (supplied by the CPSA)

**Shooting Uniform**

- \* Official England Shooting Vest (ordered via the CPSA)
- \* Official England Tracksuit (ordered via the CPSA) [This garment need not be worn whilst actually shooting but it is requested that it should be worn whilst on and around the ground during the competition, for informal Team photographs, at medal/award ceremonies and during collective Team travel]

**(Garments under the shooting jacket MUST comply with the CPSA Dress Code.)**

**NOTE All official England Team Uniform and accessories are available exclusively to past and present England Team Members.**

### **CPSA DRESS CODE**

When representing England as part of a shooting team or as an individual, all personal attire worn is expected to be in a tidy and clean condition and should not contain any messages or slogans that may reasonably cause offence to others. Offensive messages of a sexual or racial nature are specifically forbidden as well as any that break accepted standards of decency and good taste.

The byword for the standard will be "smart/casual".

Listed below are specific examples of personal appearance or garments that will be considered unacceptable under this Code:-

- Nakedness of the trunk or limbs other than lower arms or lower legs
- Wearing of shooting vests over naked flesh
- Sleeveless shirts, blouses or tops (other than shooting vests)
- Cut-off jeans or trousers of any type, shorts other than tailored shorts
- Torn, slashed or shredded shirts, blouses, jeans, trousers or skirts
- Military or camouflaged wear
- Any excessively worn, dirty or derelict clothing or footwear
- Any other garment or personal appearances that go against the spirit of this Code or that seek to exploit any possible loophole within it

The Team Manager will have the power and the responsibility to interpret the Code fairly and to implement all the provisions contained herein.

Any participant found to be in breach of any of the provisions contained herein, will be asked to rectify his/her appearance without delay. Failure to comply with such instruction will disqualify the offender from further participation in the event, without the right to a refund and may additionally render him/her liable to disciplinary action under the relevant CPSA Code of Conduct.

## AIR AND SEA TRAVEL

You are under an obligation to report to your Team Manager at the stated time and place. If this is impossible, inform the Team Manager immediately of any difficulty you may have. You are part of the England Team until the final part of the closing ceremony or your arrival back in England. Members of the England Team under the age of 18 will not be permitted to leave the official party unless the Team Manager has the Guardian's written consent. If, after the closing ceremony or prize giving, you do not wish to return with the official party, your ticket will be given to you and you may make your own arrangements for independent travel at your own expense. You are not permitted to involve the CPSA in any extra expense at any time. You are advised that the arranged insurance cover will terminate on the date stated.

You will be individually notified in writing, of the travel arrangements made on your behalf. Let your Manager know immediately if you foresee any problems. You will normally be required to travel with the rest of the team and in official England Team attire (England Tracksuit).

When carrying shotguns and/or ammunition during air or sea travel, permission must be sought from the airline/ferry company in advance. Travel companies have widely differing policies in this respect. The Team Manager will act as the intermediary between the travel company, CPSA HQ and Team Members.

Air travel baggage is generally limited to a total of 20 kg (44 lbs), which should include your cased shotgun and any ammunition. Any excess will incur a financial charge, which must be met by the individual. Ensure your name and destination address, is marked on each item of luggage. Report any losses to your Team Manager immediately.

Shotguns are usually required by airport security to be declared at the check-in desk of the carrying airline and cased separately from other baggage. A hard, lockable case is a much more secure way of transporting your gun and it is advised that you do not use a gun slip for this purpose. There are many different cases available specifically for this purpose from good retail outlets. Always make a careful note of your gun's serial numbers before you travel.

The transport of ammunition can involve protracted security arrangements. It is often prudent to simply purchase ammunition once the destination has been reached. Bear in mind that the weight of ammunition adds to your total baggage weight.

Travelling to different countries with shotguns and/or ammunition often requires special permits or passes. Contact your Team Manager or CPSA HQ for advice in plenty of time to ensure possession of all the correct documentation.

## ITEMS THAT MAY BE REQUIRED

Carry these items with you during any travel. Do not put them into your suitcase:-

**Valid Shotgun Certificate and European Firearms Pass** – Liaise with your Team Manager/CPSA HQ to find out if you need a European Firearms Pass, or any other official documents. Always carry these documents with you. If travelling overseas, on your return, you will need your Certificate to pass through customs and it is often requested when purchasing ammunition.

**Valid Passport** - Organise your passport (if required) in plenty of time. It can take at least six weeks to process, contact the Passport Office for further details. In the event of your passport being lost or stolen whilst at the event, tell your Team Manager immediately who will in turn contact the Police and the Consul as necessary.

**Visa** - A visa is an essential document to gain entry into many countries. Your Team Manager in liaison with CPSA HQ and the respective Consul, will advise you if one is necessary and if so, how to apply.

**Credit/Debit Cards** - Always a good standby in an emergency. Contact your credit card company to check that your card will be valid in the country of destination if overseas.

**Travellers Cheques** - The most popular method of taking money abroad is by Travellers' Cheques. They are safe to handle, simple to use and are generally recognised as International Currency. Take Dollar Traveller's Cheques if your destination is the USA or Canada, as many banks cannot exchange sterling. Any loss or theft of Travellers Cheques' should be brought to the attention of the Team Manager, who will in turn notify the police and the nearest branch of bank or agency from whom the cheques were obtained. Remember to carry some proof of identity in order to cash your Travellers' Cheques and only countersign and date your cheques in the presence of the Paying Agent. It is always prudent to check the rates of exchange when you cash your cheques – hoteliers and shopkeepers often lower the rates.

**Immunisation Certificates** – If travelling overseas, always check well in advance, with your GP whether you need to be immunised before travel. Always carry your Immunisation Certificates with you.

## **CUSTOMS AND EXCISE**

When re-entering this country, always go through the RED customs exit to declare your shotgun, showing your UK Shotgun Certificate, and any other required documents to Customs Officers as requested.

## **HOTEL AND VEHICLE SECURITY**

In the event of having to store your gun anywhere other than in a locked cabinet, disarm your gun by separating the barrels from the stock. Store the separate pieces well away from each other. For example, store the stock in a secure case in your hotel room and the barrels in a secure case, locked in your car or a friend's room. Ensure there are no obvious signs in, or on your car that may advertise the fact that you are carrying guns, for example, stickers. If at all possible, park your car in a position that is visible to you during your stay.

## **INSURANCE**

CPSA membership ensures automatic third party liability insurance cover of £5 million in all countries of the world; however, there are special requirements when travelling to the American Continent. Contact your Team Manager or CPSA HQ for confirmation that insurance cover is valid for your destination.

Separate insurance for your own health, guns and property is your responsibility.

## **DRUG TESTING**

Please check with your Team Manager well in advance of any International Competition, that any medicine you may have been prescribed by your Doctor is not on the "banned substances" list. Be prepared to give a urine sample for drug testing if requested by the Sports Council.