



AUSTRALIAN
PARALYMPIC
COMMITTEE

Classification

Event Organisers Guide for National Classification Services

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TERMINOLOGY

APC	Australian Paralympic Committee
NF	National Federation (for the sport)
LOC	Local Organising Committee (for the competition)
SSO	State Sport Organisation (for the sport)
IPC	International Paralympic Committee
IF	International Federation (for the sport)

1. INTRODUCTION TO CLASSIFICATION

1.1 Introduction

The purpose of this manual is to assist organisers of Paralympic classification at Australian national events. These procedures should be used by Local Organising Committees (LOC) where classification is to be delivered in conjunction with a competition.

This document is created in accordance with the International Paralympic Committee (IPC) Classification Code and Standards and each sports International Federations (IF) Classification Rules.

Further details regarding Athlete Evaluation can be found in the APC Classification Standard: Athlete Evaluation at www.paralympic.org.au.

1.2 Classification background and impairment groups

Classification forms the structure for all Paralympic competition. It separates athletes with similar levels of impairments into groups or classes, so they can compete in fair and equal competitions against one another. Paralympic sport is open to athletes from different disability or impairment groups including:

- **Physical Impairment**
 - Amputees (those who have a limb deficiency whether from birth or acquired)
 - Cerebral palsy/acquired brain injury or similar condition (hypertonia, ataxia or athetosis)
 - Spinal cord injuries, limb paralysis or similar conditions that affects muscle strength
 - Short stature
 - Difference in limb length (leg or arm)
 - Restricted joint movement
- **Vision Impairment**
- **Intellectual impairment**

To be eligible to compete in Paralympic sport, an athlete's impairment must lead to a competitive disadvantage in non-Paralympic sport.

Each Paralympic sport has a unique classification system to complement the sport's specific athletic skills and requirements. This means that athletes who compete in more than one sport will receive a different classification for each sport.

In sport, classification exists so that athletes compete in fair and equal competition. Most sports have simple classification systems that group athletes according to age, gender or weight. In Paralympic Sport, the wide range of sports and disabilities create unique classification systems. Paralympic classification groups athletes according to how their disability impacts on their sport. Athletes compete against others with similar disabilities, so that the athletes who succeed do so on the basis of athletic performance

1.3 Athlete Assessment

To determine an athlete's classification for a sport, a group of officials known as classifiers assess the athlete. The purpose of the assessment is to determine how the athlete's impairment influences their sport ability, regardless of their level of talent, training or development. National classification is conducted in line with International Federation rules and processes for the sport.

The following components generally form the basis of the classification evaluation process:

- **Physical Assessment:** Medical, Visual or Cognitive testing. The assessment ascertains the extent of the athlete's impairment.
- **Technical Assessment:** The athlete demonstrates specific skills and techniques that are part of the sport that the athlete participates in. For example, the athlete demonstrates dribbling, passing and shooting skills for wheelchair basketball; or stroke, starts and turns in swimming.
- **Observation Assessment:** The analysis of the athlete performing their sport specific skills, either during training or competition in accordance with the IF Classification Rules. Video footage and/or photography may be utilised.

At a national level, all impairment groups complete the physical assessment. Technical and Observation assessments apply only to athletes with a physical impairment.

2. PARALYMPIC SPORT CLASSIFICATION

2.1 Governance of Classification

Classification is governed internationally by the International Paralympic Committee (IPC). The IPC Classification Code details policies and procedures in relation to classification across all sports. Each IF has its own set of Classification Rules that comply with the Code. The Australian Paralympic Committee (APC), as a Signatory to the IPC Code, and the National Federations (NFs) by way of their membership to the IFs, are accountable for national classification activities.

The Code outlines specific policies and practices in relation to:

- Ensuring accountability and principles of fair play
- The protection of the rights of all Athletes and Classifiers
- The Evaluation of Athletes
- The allocation of Sport Classes and Sport Class Status
- Protests and Appeals.

2.2 Classification at National Events

Classification in Australia is conducted in line with the International Federation Classification rules.

The APC, NF and Head of Classification support classifiers and LOCs to determine the arrangements for classification at each event. The NF and APC work together to deliver classification at Australian events.

Classification must be a formal assessment process in order to ensure accuracy and to provide fairness to all.

3. CLASSIFICATION PERSONNEL

3.1 Classifiers

Classifiers are officials trained and certified to determine an athlete's sport class and subsequent sport class status as a member of a classification panel. During a competition Classifiers should not have any other official responsibilities that are not in connection with Classification.

Classifiers are governed by a Code of Conduct for their sport. Refer to IF, APC and NF websites for further details.

3.2 Classification Personnel

A Classification Panel is a group of Classifiers, appointed for a particular competition to determine athletes Sport Class and Sport Class Status. Classification Panels must include a minimum of two Classifiers, unless the International Federation requires that more than two Classifiers constitute a Classification Panel. Refer to Appendix 3 for further information.

<i>Chief Classifier</i>	<i>Medical Classifiers</i>	<i>Technical Classifiers</i>
The Chief Classifier is a Classifier responsible for the direction, administration, co-ordination and implementation of Classification matters at a specific competition.	Classifiers who have medical knowledge of athlete's impairments and are usually medical, allied health or ophthalmic professionals.	These classifiers have both the understanding of the technical requirements of the sport and are usually sport scientists, coaches, biomechanists or ex-athletes.

3.3 Communication Protocol

The following communication protocols should be observed in regards to classifier appointments and communication at events:

- For National or state based events the APC / NF will appoint and notify the classifiers.
- Key communication for all events should be copied to the APC and National Federation.

4. PLANNING NATIONAL CLASSIFICATION IN CONJUNCTION WITH COMPETITION

4.1 Requests for National Classification

Requests for the provision of National Classification at Australian domestic competitions must be submitted as a written request to the Australian Paralympic Committee / National Federation, at least 4 months prior to the competition.

- Competition name and location
- Sport(s) for which classification panel(s) are being requested [if event is multi-sport]
- Address of the venue(s) to be used for classification and competition
- Date(s) and time(s) for competition
- Date(s) and time(s) for classification
- Primary LOC contact person(s)

- Number of classification panels that the LOC is requesting (number of classifiers that comprise a panel will be defined on a sport-by-sport basis and identified in the sport-specific classification policies, procedures and system)

4.2 Supporting National Classification at events

The APC / NF will make an effort to provide classifiers wherever possible, contingent upon classifier availability. Priority in scheduling will be given to those competitions that submit their requests early.

National classification will only be conducted and national (athlete) classification status recognised if the following criteria are fulfilled by the LOC:

1. The competition is open to all impairment groups / competitors for the relevant sport
2. All classifiers / classification panel(s) are appointed by APC / NF.

The APC in conjunction with the NF will determine if sports will run classifier education clinics in conjunction with an event and liaise with the LOC as required.

4.3 Execution Plan for classification

Once approval for classification has been provided for a particular event, an execution plan should be developed between the APC, NF and the LOC.

Refer to Appendix 1 for the Overview of Athlete Classification Evaluation Pathway.
Refer to Appendix 5 for an example Classification Execution Plan Template.

5. PRE COMPETITION TASKS

5.1 Pre-competition Classification Evaluation Period

The LOC must clearly indicate the classification date(s) and times to the APC/ NF as part of their request to host classification.

The pre competition classification period should conclude a minimum of four (4) hours before the start of the competition to ensure that adequate time is available to make any necessary changes to competition programming, and / or start lists that occur as a result of classification.

5.2 Competition Information

The LOC must clearly indicate the following in the published competition information:

- Classification date(s) and times.
- Advise athletes that those requiring classification must be available for the entire classification period.
- Any forms for completion or equipment that are an athlete's responsibilities as a part of the classification process.
- Rules surrounding competition eligibility for athletes found ineligible during the classification period.
- Advise athletes of the opportunities for protests and appeals.
- An entry cut-off date must be stipulated.

Competition Organisers can use the fact sheet template Classification Information Event Specific as available on <http://www.paralympic.org.au/event-organiser-classification-resources>

5.3 Appointment of National Classification Panel(s)

The APC/NF will appoint the classification panel(s) based on the availability of classifier(s). Following this appointment, the LOC will be notified of classifiers appointed and pertinent contact details.

The LOC is responsible for arranging all aspects regarding the attendance of classifier(s) appointed to the classification panel(s) for the competition. Classification delivery costs are to be negotiated by the LOC, APC and NF in advance including:

- Travel (flights or relevant transportation)
- Ground transportation for all classifiers between accommodation, classification centre, training/competition venues during the Classification Evaluation Period, both pre-scheduled and as required.
- Accommodation
- Meals for classifier(s) appointed to the classification panel(s), both during and outside competition
- Per Diems (if these are a requirement of the International Federation for the sport)
- Access to technology (internet/computers/mobile phone) as required
- Other costs associated with conducting classification at the competition.

The Chief Classifier, appointed for the competition, and APC/ NF should be copied (cc'd) on all event correspondence originated by the LOC regarding classification matters. The Chief Classifier will communicate with APC/NF any pre-competition requirements.

5.4 Identification of Athletes for evaluation

The classification timetable is contingent upon the athletes who have submitted entries to participate in the competition.

The LOC is required to provide a final list of athletes entered into the competition (by sport for multi-sport events) to the APC/NF a minimum of four (4) weeks prior in order to identify which athletes require classification at the competition.

5.5 Classification Evaluation Period schedule

The APC/NF in conjunction with the Chief Classifier will:

- Develop the competition Classification Evaluation Period schedule by comparing the entrant list for the sport against the National Sport Classification Masterlist.
- Have the discretion to determine if classification scheduling is feasible for athletes who submit late entries.
- Provide the Classification Evaluation Period schedule (by sport for multi-sport events) to the LOC. The schedule should include adequate breaks for classifiers as discussed with Chief Classifier.

The LOC is responsible for:

- Communicate the final classification information, including the schedule, to athletes, parents, coaches / teams as relevant.
- Final classification information and the classification schedule must be forwarded to athletes no later than 2 weeks prior to the start of classification.

- Final classification information must include details as provided by the Chief Classifier details of what the athlete needs to bring to the evaluation (eg medical documentation, sports specific equipment).

Competition Organisers are encouraged use the template Preparing for National Classification Evaluation and the template Classification Schedule as available on:

<http://www.paralympic.org.au/event-organiser-classification-resources>

Also refer to Appendix 6 for the National Classification Evaluation Schedule template.

6. CLASSIFICATION FACILITIES

Planning for classification facilities will include the assessment room(s) for classifiers to conduct the physical assessment and the administration / waiting area for athletes. The LOC is also responsible for identifying personnel to support the administration process.

6.1 Assessment Facilities

The LOC is responsible for providing necessary space and equipment to conduct classification at the competition. The following are the minimum requirements for the LOC:

6.1.1 Requirements for ALL classification panels

- Assorted stationery- clipboards, pens, pencils, stapler, paperclips
- Access to the internet
- Antiseptic wipes, hand washing facilities or antiseptic hand wash (for each panel)
- Box of tissues (for each panel)
- Provision of administrative facilities and support
- Minimum A3 size Non laminated signage identifying the classification facility
- Tables (1 per panel) + chairs (6 per panel) in the classification room

6.1.2 Additional Requirements for athletes with a physical impairment

- A private room at the classification venue minimum 4m x 6m with good ventilation. If the room is viewable from the outside the windows must be screened off to allow privacy.
- 1 massage table per classification panel, (as required by the sport)
- 5 Towels
- Pillow
- Medical tools for classification assessment should be supplied by members of the classification panel (eg goniometer, reflex hammers, measuring tapes)
- A suitable area for observation during competition where required (confirmation suitability of area with the Chief Classifier prior to the event)

6.1.3 Additional Requirements for athletes with vision impairment

- A room at an appropriate eye clinic / vision centre minimum 5 x 3m which is light adjustable and has the ability to have full darkness. If the room is viewable from the outside the windows must be screened off to allow privacy.
- Ophthalmology Chair for athlete + stool for classifier
- Access to specialist vision equipment (refer to Appendix 3)
- Vision charts for classification assessment should be supplied by members of the classification panel

6.1.4 Other Sport Specific Requirements

- Refer to IPC/IF classification rules or as indicated by the Chief Classifier
- Any additional sport-specific facility and equipment requirements are outlined in Appendix 3.

6.2 Administration Area

6.2.1 Administration facilities

The administration areas should be well marked and located in close proximity to the classification room. This area should be set up with the following:

- Administration desk and chairs for athletes, support staff and administration staff
- APC Classification signage, or appropriate sport signage
- Access to photocopying, scanning and printing
- Access to computers/laptop, internet, telephones at classification venue.
- Fact sheet of general classification information for athletes
- Athlete consent forms
- Classification evaluation forms

For large multisport events a combined classification co-ordination centre may be set up to serve the administration purposes of a number of sports.

6.2.2 Administration Assistance

The LOC must provide a minimum of one volunteer personnel to assist in the administration of classification delivery during the event. Volunteer personnel should be familiar with the classification process and should conduct themselves in a professional manner. Any administration support personnel should discuss with the Chief Classifier the exact nature of the assistance to be provided.

Administrative assistance is different for each sport and may include:

- Verify ID/accreditation of the athlete and any accompanying support staff.
- Collate documentation (eg medical documentation) and photocopy if required.
- Check that the athlete has come prepared with the correct clothing and equipment for athlete evaluation in accordance with the sport's Classification Rules.
- Assist in the briefing process regarding the classification process. This information does not replace that which will be provided by the classification panel.
- Ensure the athlete and athlete representative understand and sign the consent form.
- Ensure the athlete and athlete representative are aware of approximate wait times.
- Other duties as requested by the Chief Classifier

Volunteer personnel may also support classifiers by:

- Arranging meals for classifiers and snacks/refreshments for the assessment rooms
- Ensuring classifiers have adequate breaks as scheduled

Refer to Appendix 2 for the Classification Administration Checklist.

7. ATHLETE EVALUATION

7.1 Athlete Responsibilities

Athletes, who are scheduled for classification, must attend in order to be able to compete. During classification athletes are bound by a Code of Conduct outlined in the consent form. This includes full representation of their skills and abilities.

Failure to comply with the procedures may result in the athlete being disqualified from competition.

Athletes must dress appropriately and bring all equipment and devices as outlined by the classification rules for their sport, including but not limited to:

- Medical Documentation
- Assistive devices used during competition
- Competition or daily use wheelchair, prostheses / orthoses
- Athletes with a vision impairment are required to bring any eye glasses/contacts worn regardless of whether these are used during competition.

7.2 Classifier Responsibilities

7.2.1 Chief Classifier

The Chief Classifier will:

- Provide sport specific Classification evaluation sheets and consent forms
- Manage and maintain security of all classification documents
- Act as a spokesperson for the classification panel(s)
- Finalise national sport class and status for each athlete classified by the panel(s)
- Provide classification outcomes to Technical Delegate and LOC
- Post a copy of the classification outcomes in team notices area, if required by rules of the sport
- Provide original classification paperwork/card and consent forms to the APC/NF classification masterlist manager
- Provide a post event report. Refer to Appendix 4 for example of Post Event Report

7.2.2 Classifiers

Classifiers are responsible for bringing the relevant sport classification manuals for reference and specific medical classification equipment (eg goniometers, tape measures, vision charts).

8. INELIGIBLE ATHLETES

8.1 Ineligibility Re-evaluation

Typically, in circumstances where the classification panel determine an athlete Not Eligible, the Athlete will be permitted to be reviewed by a second Classification Panel. Opportunities for ineligibility re-evaluations must be approved by the APC and the Head of Classification for the sport.

8.2 Competition Eligibility

If an athlete is declared ineligible (i.e. does not meet minimal disability requirements) for their respective sport during the pre – competition classification period, the LOC has the discretion to allow the athlete to compete. The LOC should document any rules in pre-competition classification information regarding the inclusion of ineligible athlete(s).

9. PROTESTS AND APPEALS

9.1 Protests and Appeals

A protest is defined as the procedure by which a formal objection to an athlete's sport class is submitted and subsequently resolved.

An appeal is defined as a process to resolve procedural disputes concerning the classification process.

At National events, athletes should refer to the relevant APC, NF and IF classification policies for information regarding protest and appeals processes. Typically, the usual process would be for the athlete to submit any protests or appeals via their respective NF. The NF or an athlete may independently involve the APC in this process.

Any approved re-classification re-evaluations as a result of protest would usually be done at the next classification opportunity.

**APPENDIX 1:
OVERVIEW OF ATHLETE CLASSIFICATION EVALUATION PATHWAY**

Step	Requirements	Timeframe
Request for Classification	<ul style="list-style-type: none"> <input type="checkbox"/> LOC submits classification request to APC/ NF <input type="checkbox"/> Request approved by APC and NF 	minimum 4 months prior to competition
Development of Execution Plan	<p>Plan established between APC/ NF, Chief classifier and LOC:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Classifier appointments and communication <input type="checkbox"/> Venue, facilities and equipment for classification <input type="checkbox"/> Accommodation, meals and per diems <input type="checkbox"/> Resources including support personnel <input type="checkbox"/> Processes and procedures for protests and appeals <input type="checkbox"/> Classifier education clinics 	minimum 4 months prior to competition
Pre-Competition Tasks	<ul style="list-style-type: none"> <input type="checkbox"/> Inclusion of classification information in event entry package <input type="checkbox"/> Appointment of a chief classifier and classification panel <input type="checkbox"/> Invitation letter sent to all classifiers, with details of event, classification program and accreditation details <input type="checkbox"/> Classification Education Clinics advertised, application forms distributed 	minimum 3 months prior to competition
Classification Logistics	<ul style="list-style-type: none"> <input type="checkbox"/> Applications to attend Classifier Education Clinics close. <input type="checkbox"/> Participants attending Classifier Education Clinics finalised, applicants notified of acceptance and sent details of Classification Education Clinic and accommodation. <input type="checkbox"/> Classifiers flights arrangements finalised <input type="checkbox"/> Classifier transport, meals, per diems and accommodation organised <input type="checkbox"/> Venues finalised and equipment sourced. 	minimum 2 months prior to competition
Athletes for Evaluation	<ul style="list-style-type: none"> <input type="checkbox"/> LOC send complete athlete entries to APC/NF for Verification <input type="checkbox"/> Athlete Information sheet and assessment forms finalised <input type="checkbox"/> Athlete names verified against masterlist <input type="checkbox"/> Preparation and dissemination of the Classification Schedule to athletes teams (2 weeks prior) 	minimum 1 month prior to competition
Athlete Presentation for Classification	<ul style="list-style-type: none"> <input type="checkbox"/> Athlete presentation, collation of documentation <input type="checkbox"/> Classification process briefing and signing consent forms <input type="checkbox"/> Classification assessment (physical & technical) <input type="checkbox"/> Allocation of initial sport class and sport class status <input type="checkbox"/> Athletes, Technical Delegate and teams notified of classification outcomes 	during event
Athlete Observation	<ul style="list-style-type: none"> <input type="checkbox"/> Notification of changes resulting from observation assessment during First Appearance 	during event
Protests	<ul style="list-style-type: none"> <input type="checkbox"/> Notification of protest outcome to relevant parties 	as applicable
Post Event Tasks	<ul style="list-style-type: none"> <input type="checkbox"/> Provide copy of classification outcomes to athletes <input type="checkbox"/> Acknowledgements and thank you's <input type="checkbox"/> Post-event report <input type="checkbox"/> Update Australian classification master list 	maximum 2 weeks after the event

**APPENDIX 2:
ADMINISTRATION CHECKLIST
ATHLETE EVALUATION PROCESS**

TIMEFRAME	TASK
Prior to Athlete Arrival <i>(minimum 45 minutes prior to commencement)</i>	<ul style="list-style-type: none"> <input type="checkbox"/> Ensure each room and facilities are set up with requirements for the sport. <input type="checkbox"/> Meet with Chief Classifier to discuss what administration support is required. <input type="checkbox"/> Check to ensure that required classification forms are ready for use. <input type="checkbox"/> Display signage to direct athletes to classification administration area. <input type="checkbox"/> Observers (eg trainee classifiers) approved by the Chief Classifier agree to the Observers Code of Conduct. <input type="checkbox"/> Confirm break times and plans for meals/refreshments with Chief Classifier
Athlete Arrives at Registration desk <i>(15 minutes prior to scheduled assessment time)</i>	<ul style="list-style-type: none"> <input type="checkbox"/> Welcome Athlete, check schedule and advise approximate wait time <input type="checkbox"/> A member of the panel or allocated representative will brief the athlete and their accompanying representative regarding the procedures involved in the Classification Process including: <ul style="list-style-type: none"> - Introduce the classifiers - Explain the purpose and process for classification - Outline the consent form <input type="checkbox"/> Have athlete complete: <ul style="list-style-type: none"> - Classification consent form - Permission to video/photograph where required. - Athletes under 18 must have a witness <input type="checkbox"/> Photocopy medical documents as required, return originals to athlete. <input type="checkbox"/> Collect all documents and have ready for classifiers on a clipboard.
Physical and Technical Assessment	<ul style="list-style-type: none"> <input type="checkbox"/> Athlete is classified by classification panel. <input type="checkbox"/> Athlete representative (eg team representative/parent/guardian) may accompany athlete. Interpreter may accompany as an additional person where required. <input type="checkbox"/> Observers must adhere to the Observers Code of Conduct and are permitted only at the discretion of the Chief Classifier. <input type="checkbox"/> Protests and appeals period as appropriate.
Notification of Outcome	<ul style="list-style-type: none"> <input type="checkbox"/> Chief Classifier, or other approved representative, notifies Technical Delegate of Classification outcomes <input type="checkbox"/> Post copy of classification outcomes in team notices area <input type="checkbox"/> Advise athlete, or athlete representative when a copy of the final classification outcome will be provided to them, usually at the end of the event
Observation Assessment	<ul style="list-style-type: none"> <input type="checkbox"/> Athlete is observed in training and/or competition as required by the sport. <input type="checkbox"/> Protests and appeals period as appropriate. <input type="checkbox"/> The Chief Classifier or designated representative will check that all relevant sections of classification forms are completed.
Notification of Outcome	<ul style="list-style-type: none"> <input type="checkbox"/> Chief Classifier, or other approved representative, notifies Technical Delegate of Classification outcomes <input type="checkbox"/> Post copy of classification outcomes in team notices area <input type="checkbox"/> Athletes are provided with copies of classification outcomes. <input type="checkbox"/> Inform athlete / athlete's representative that the classification outcome will be entered on Classification masterlist and will be shared with competition organisers, masterlist administrators and sports federations.
Post Event Tasks	<ul style="list-style-type: none"> <input type="checkbox"/> Key classification outcomes are collated into a summary spreadsheet by the Chief classifier or delegated to administrative support if

	<p>appropriate.</p> <ul style="list-style-type: none">□ Chief Classifier to provide documentation to National classification database administrator:<ul style="list-style-type: none">- Classification summary spreadsheet- Original classification forms / classification card and copies of medical documentation- Consent forms- A copy of the outcomes is shared with NF/APC
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**APPENDIX 3:
SPORT SPECIFIC NATIONAL CLASSIFICATION REQUIREMENTS***

Sport	Disability group	National Panel breakdown# M = medical T= technical	Specific requirements for physical impairment
Alpine Skiing	Physical	2 (2M)	Soccer ball Tennis ball
Athletics	Physical VI ID	2 (1M, 1T) 2 (2M) AUSRAPID	Access to track, field and jumps area Throwing implements, inc tie downs shot, discus, javelin, club, varying weights Boccia balls 1 set Tennis balls 2 Medicine balls of differing weights 2 Height measurement system Athlete to bring specific competition equipment-throwing frame, track chairs
Boccia	Physical	3 (2M/1T)	Boccia balls Tape to mark out a court Athletes to bring specific competition equipment (eg ramps)
Canoe	Physical	2 (1M, 1T)	Ergometer Athletes to bring or have access to canoe / paddle
Cycling	Physical VI	2 (2M) 2 (2M)	Cycling track or secured road area / cycleway Athletes to bring bike
Football	Physical	3 (2M, 1T)	2 stop watches 10 Hoops 3 footballs 24 Witches hats/traffic cones 2 x ropes- at least 10-15 metres A football rope ladder 4 graduated hurdles
Equestrian	Physical VI	2 2 (2M)	
Goalball	VI	2 (2M)	Please refer to specific VI classification venue and equipment requirements
Rowing	Physical VI	2 (1M, 1T) 2 (2M)	Ergometer with sliding and fixed seats Strapping and cushion as required
Sailing	Physical VI	3 (M) 2 (2M)	
Shooting	Physical	2 (1M, 1T)	
Swimming	Physical VI ID	2(1M, 1T) 2 (2M) AUSRAPID	Exclusive access to outside lane of pool (min 25m) for pre competition assessment. Designated area in stands to observe at the midpoint of the pool during competition

			Pens Black/Blue / Red Highlighter (orange) Pencil, Eraser Clipboard
Table Tennis	Physical ID	2 (1M, 1T) AUSRAPID	Table tennis table set to Para table tennis standards. Assistants to hit balls to players
Triathlon	Physical	2 (1M, 1T)	
Wheelchair Basketball	Physical	2	
Wheelchair Tennis	Physical	2 (2M)	
Wheelchair Rugby	Physical	3 (3M)	Rugby balls
Sport	Disability group	National Panel breakdown# (M = medical, T= technical)	Specific requirements for Vision impairment
VI Classification	VI	2 (2M)	Berkeley Rudimentary Vision Test (Single Tumbling E) LogMAR E chart Autorefractometer Box of lenses with trial frame, Lensometer, Rules/Rod (30cm), Slit Lamp (with +90 D lens), Ophthalmoscope (direct), Tangent Screen, Targets and Patch (white), Automated perimetry (Humphrey Field Analyser)

* Please refer to IF / IPC regulations for sport specific updates

If a full panel is not available as per the above table, the number of classifiers required for a national level classification is at the discretion of the APC and NF

**APPENDIX 4:
APC CLASSIFIERS EVENT REPORT**

Event/Dates:
Date of Report:
Completed by:

Please provide feedback on the following components of event

Event Component	Feedback
Communication of Competition and Classification Information	
Classifier Travel, Transportation, Accommodation and Meals	
Facilities and Venues for Classification	
Equipment Needs and Technology Support	
Australian Paralympic Committee	
Local Organising Committee	
Support Personnel (APC/ LOC/NF)	
Other comments and suggestions	



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APPENDIX 5: CLASSIFICATION EXECUTION PLAN TEMPLATE

CLASSIFICATION EXECUTION PLAN				
Sport Event:		Location:		
Competition date:		Classification date:		
Classification Area	Activity to be completed	Responsibility	Timeframe	Comments (eg funding)
Identify key contacts for planning event	<ul style="list-style-type: none"> - Identify key personnel and contact details from LOC, APC/NF. 			
Specific competition rules -Protests and Appeals -Ineligible athletes.	<ul style="list-style-type: none"> - Confirm and specify rulings in competition & classification documents surrounding ineligible athletes. - Confirm and specify ruling in classification documents about the procedures for protests and appeals. 			
Classifiers/panels and communication	<ul style="list-style-type: none"> - Identify number of panels required. - Confirm medical and technical classifiers as required for the sport. - Communication with classifiers regarding event details. 			
Classification Information and Distribution	<ul style="list-style-type: none"> - Prepare initial classification information fact sheet for athletes. - Provide a copy of all entries to APC/NOF/HOC at least four (4) weeks prior to the competition. - Prepare final information for athletes and classification schedule for distribution. - Send information and schedule to teams and athletes. - Provide final schedule, competition program and start list to classifiers. 			
Classifier accommodation and meals	<ul style="list-style-type: none"> - Arrange accommodation for classifiers. - Arrange for classifiers to be counted in officials 			

	<p>meals during competition.</p> <ul style="list-style-type: none"> - Arrange meals outside of competition (eg breakfasts at hotel and lunch / evening meals as required). 			
Classifier travel and transportation	<ul style="list-style-type: none"> - Arrange flights/transport in consultation with classifiers. - Arrange ground transport as required for classifiers. 			
Allowance	<ul style="list-style-type: none"> - Arrange per diem as required and provide to classifiers before event or on their arrival. 			
Facilities and venue for Classification	<p>Athlete Evaluation</p> <ul style="list-style-type: none"> - Confirm exclusive use of the classification assessment room. - Modify room as required to ensure privacy (eg panels / cover windows). - Confirm access to sports area (eg pool) for practical assessment. - Confirm access to tables / chairs. - Arrange area for classifiers to view during competition. - Confirm access to a private room for classifiers during competition where they may be able to re evaluate athletes. <p>Administration</p> <ul style="list-style-type: none"> - Confirm access to tables / chairs for administration area. - Arrange signage for venue to direct athletes to classification. 			
Equipment needs & Technology support	<ul style="list-style-type: none"> - Source local equipment required for medical assessment (eg massage tables). - Confirm access to sport specific equipment for technical testing. 			

Support resources including personnel	<ul style="list-style-type: none">- Identify personnel to support the administration process.- Obtain contact details for teams/athletes competing and scheduled for classification.- Arrange accreditation as required.- Arrange administration equipment (eg stationery, printer/scanner).			
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