

Area Institutes of Sport: Athlete Attendance Policy

Introduction

- 1 As part of an athlete's induction to an Area Institute, a programme of organised sessions will be arranged to meet the athlete's individual needs. These sessions will be arranged and reviewed with the athlete, their personal or club coach and the Area Institute Manager.
- 2 This policy aims to set the attendance standards expected of an Area Institute athlete at their agreed programme of organised sessions and the steps that will be followed in the event of persistent unexplained non attendance. The aim being to ensure that the athletes gain maximum benefit from their agreed programme.
- 3 The policy applies to all AIS athletes.
- 4 The policy will be operated in conjunction with the Area Institute Athlete Agreement and the Area Institute Selection and De-selection policy.

Attendance Policy

- 5 An organised session refers to:
 1. A sport specific coaching or supervised strength and conditioning session that is included in an athlete's agreed programme.
 2. A support service session such as, performance lifestyle, psychology, physiology, nutrition and sports medicine (i.e. medical profile, physiotherapy, podiatry etc.) that may have been made for/by the athlete.

Unless otherwise agreed, athletes are expected to attend 100% of agreed sessions in both categories.
- 6 If an athlete is unable to attend a session then they must communicate with the coach or service provider as early as possible. A minimum of 24hrs notice is expected, unless under exceptional circumstances.
- 7 In the event of more than one non-attendance and this not being communicated, it will result in athletes being invoiced for missed appointments. The full amount will be charged and reimbursement is expected **immediately**. Until payment has been received the athlete will not receive any other services.
- 8 Attendance at organised sessions will be reviewed at regular intervals and any athlete found to have 10% or more unexplained non-attendance will be issued with a warning and will face potential de-selection from the Area Institute, as stated in paragraph 7 of the Athlete Agreement.

Monitoring

- 9 The Area Institute Managers will monitor the operation of this policy.