

# **KENT ARCHERY ASSOCIATION**

[www.archerykent.org.uk](http://www.archerykent.org.uk)



## **POLICY**

## **COUNTY RECORDS**

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## **STATEMENT OF POLICY**

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The Association maintains "County Records" as an incentive to its members to work for and attain a high level of performance. For this reason it will maintain records in as many disciplines, bow styles and age ranges as is practical. The Association may therefore add new record categories if the level of participation in that category warrants it, or remove record categories to avoid trivialising the purpose of maintaining records.

Where the scoring system for a round changes, a round is discontinued or county records are discontinued for a round, the Association will normally preserve existing records in a "Closed Records" section in recognition of the past performance.

## **Responsibilities**

It is the responsibility of:

- the **archer** to ensure that all claims are correct and complete and sent to the county Records Officer as soon as possible after the score has been shot.
- the **county Records Officer** to check each claim received for completeness and compliance with eligibility criteria and to refer back to the claimant for any further information required to process the claim.
- the **Operational Committee** to ratify or refuse each record claim at the earliest practical opportunity after a claim is received by the county Records Officer.

## **Eligibility**

To qualify to hold a county record, you must ensure that **all** of the following criteria were met at the time that the round was shot. You must:

- be an Club Member, Junior Club Member or Direct Member of The Association as defined in the county's Constitution;
- have shot and scored the round in complete compliance with GNAS regulations, at any tournament or published club target day;
- have shot a round or distance for which the county maintains a record for the combination of bow style, gender and age group;
- either have shot a score that exceeds an existing record, or shot a score for a round for which no record currently exists.

## **Restrictions**

**Completion:** You must have completed the round.

**Age Groups:** You may only claim records for your actual age group. For this purpose the age that will be used will be:

- your age on the date that the round was shot, or
- where a round takes place over two or more days and you enter **and** compete in the whole of that competition, your age on the first day of the competition.

**Constituent Rounds:** You may only claim records for “constituent” rounds, when that round has been specifically shot; you cannot claim for such a round, when shot as part of a longer round. For example (but not limited to):

- Long and Short Metric records cannot be claimed when shot as part of a FITA or Metric round, even if the FITA or Metric round is shot over two days;
- Bray records cannot be claimed when shot as part of a FITA 18m or FITA 25m round.

**More than One Round:** If more than one round is shot on the same day, it is only permissible to claim a record for the first round, but the following exceptions apply:

- Rounds shot in different disciplines shall be treated separately;
- If the 1<sup>st</sup> and 2<sup>nd</sup> rounds together comprise a recognised double or combination, then a record may be claimed for that double or combination;
- If *all* the rounds shot are recognised by World Archery for record purposes (albeit the event may not have world record status), then records may be claimed for *any* of the rounds shot.

**Note:** Metric 1-5 rounds, Long and Short Metrics, FITA field rounds using concessionary pegs and FITA Clout rounds are not recognised by World Archery or are not recognised by them for record purposes and therefore fall outside this exclusion. Please refer to “Appendix – Rounds Recognised by World Archery for Record Purposes” on page 7 for a list of the World Archery rounds where you can claim records for second and subsequent rounds shot on the same day.

**Double Rounds:** Double rounds are always treated as two instances of the round, but must be shot on the same or consecutive days, at the same venue and as part of the same event. You can claim records for single rounds, but this is subject to current GNAS rules relating to two rounds shot on the same day. So, for example:

- If you shoot a double FITA over two or four days, you may claim records for the double round and for each single FITA round;
- If you shoot a double National on one day, you may claim records for the double round and the first single round only.

**Distance Records:** You may only claim outdoor target archery metric distance records when shot as part of a completed 12-dozen FITA or Metric round.

## **THE CLAIM PROCESS**

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To receive a Kent county record, you must additionally:

- claim the record in writing to the county Records Officer;  
**Note:** all record claims must be made on the County Record Claim Form - the county Records Officer will not routinely check score returns or other documents for possible records.
- provide evidence of the score on either a tournament results sheet or a correctly completed score sheet;  
**Note:** score sheets must be completed in accordance with ArcheryGB regulations and must be signed by both the archer and scorer and certified on the back by a club official that the round was shot and scored in complete compliance with ArcheryGB regulations;
- make the claim within six months of the score being shot.  
**Note:** it is the applicant's responsibility to ensure that their club Records Officer follows the correct process within the required time scale. If in doubt, please contact the county Records Officer in plenty of time.  
**Note:** claims will be processed strictly in the order received – where a claim is received for a record, then a subsequent claim is received for a lower score achieved on an earlier date, the second claim will fail, even though it would have been successful had it been received first.

Record claims will not be accepted for rounds for which records are not currently maintained:

- The Operational Committee will consider the inclusion of additional records for rounds, bow-styles and/or age groups following receipt of a written request to the county Records Officer;
- Claims for a newly added record will only be accepted for rounds shot after the date on which the Operational Committee agreed to add the new record.

Notwithstanding the above conditions, the Association may wish to add types of record and as part of the process of introducing them, it may invite archers to submit claims for scores shot during a specified period; at the end of that period it may then award records for the highest claims received.

It shall be a condition of awarding county records that the claimant shall agree that the record:

- may be published by any method agreed by the Association;
- may be publicised within and outside the sport;
- may be retained indefinitely as part of the Association's archive and even after it has been superceded or the holder has left the Association or the sport.

## **Disabilities**

The Association will normally treat claims for disability categories on trust and will not require documentary evidence at the time a claim is made – the claim will effectively constitute “self-certification” of the disability category.

The Association does, however, reserve the right to subsequently request suitable supporting evidence, if circumstances make this necessary.

## **THE APPROVAL PROCESS**

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The county Records Officer will:

- log the receipt of each record claim;
- check each claim, to ensure that:
  - it complies with all aspects of current policy,
  - all of the required information has been provided,
  - the score exceeds any current record.
- seek advice informally if there is uncertainty about any aspect of a claim;
- request missing or additional information from the claimant;
- return any incomplete or invalid claim, where the reason is not expected to be controversial;
- present each claim to the Operational Committee at the first practical opportunity and either:
  - recommend ratification, or
  - seek further advice and a decision from the meeting.
- log the outcome of each record claim.

## **Acknowledgement of a Record**

The Operational Committee will acknowledge a record:

- if the county Records Officer is satisfied that all of the conditions of this policy have been met;
- after ratification at a meeting of the Operational Committee;
- in the minutes of that meeting;
- in any other additional manner that the Operational Committee or county Records Officer shall agree.

## **Refusal of a Record**

In all cases where it has not been possible to accept and ratify a record claim, the claim and supporting document(s) will be returned to the claimant as soon as practical after that decision. An accompanying letter will give the reason for not accepting the claim, together with an indication of whether it can be resubmitted.

If a claim is returned for any valid reason and then resubmitted, the claim will be treated as received on the date that the resubmitted claim was received. This might lead to a record being refused if, for example:

- the resubmitted claim is received outside of the current time limit, or
- a higher claim has been received between receipt of the original claim and its resubmission.

## **DISPUTE PROCESS**

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If a record claim is refused and the claimant is not satisfied that the outcome has been arrived at fairly, that member shall have the right of appeal to the Operational Committee.

A single appeal only will be accepted, provided that it is submitted in writing, includes the reason for the appeal and is received within 30 days of the claim being refused.

If an appeal is successful then ratification will be backdated as follows:

- if the appeal relates to the original claim, then it will be backdated to the date on which the original claim was received;
- if the appeal relates to a resubmitted claim, then it will be backdated to the date on which the resubmitted claim was received.

In all such cases, updating the corresponding record book may be limited to the current edition only.

## **APPENDIX – ROUNDS RECOGNISED BY WORLD ARCHERY FOR RECORD PURPOSES**

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These lists are understood to be correct as at the date of publication, but are subject to change by World Archery.

**Note:** The KAA does not maintain records for the FITA Elimination and Finals Rounds, because the rounds only exist in the context of a head-to-head knock-out.

Team Rounds are not included here as the KAA only maintains records for individuals.

### **Target Archery – Outdoors**

FITA Round – Gentlemen

FITA Round – Ladies

FITA Cadet Round – Boys

FITA Cadet Round – Girls

FITA 70m Round (formerly known as the FITA 720 Round)

FITA 60m Cadet Round

FITA Elimination Round

FITA Finals Round

### **Target Archery – Indoors**

FITA 18m

FITA 25m

**Note:** The FITA Combination Round consists of one FITA 25m round, plus one FITA 18m round shot *consecutively*, so it is not a single round in its own right, but should be thought of in a similar way to a “double” round.

### **Field Archery**

FITA Field Round (Unmarked, Marked or Mixed, all in various numbers of targets set.)

FITA 3D Field Round

**Note:** If GNAS concessionary pegs for juniors and certain bow-styles are used, then the round is not recognised by World Archery.

### **Clout Archery**

**Note:** While World Archery specifies Clout rounds, none are recognised for record purposes.