

### **Ontario Soccer Coach Development Video Evaluation Appeal Process**

Coaches may appeal an unsuccessful evaluation and/or the evaluation process or procedure. Appeals of an unsuccessful evaluation, excluding those related to the evaluation process or procedure, must be made as follows:

Appeal must be made, in writing, to Ontario Soccer Manager of Coach Development within 14 days of the receipt of the evaluation report / observation of competency form and include the following:

- A formal letter, which must include clearly stated rationale for the appeal;
- Session Plan,
- EAP
- Video Information Form
- Consent forms (signed by parents of all players, videographer and Technical Director)
- Coach evaluation form or Observation of coaching competency form
- All documentation related to the pre-brief, formal evaluation(s), debrief, and action plan;
- Payment of the Appeal Fee of \$250.

#### **Appeals Process**

On receiving the complete appeal documentation, the following process will take place within the next 30 working days;

1. Video recording of candidate's evaluation will be re-evaluated by an alternate Ontario Soccer Coach Evaluator.
2. The secondary evaluation will be provided to candidate with result being final and binding.
3. If the appeal is successful the appeal fee will be refunded; however, if the appeal is unsuccessful, the appeal fee will be forfeited.

If an appeal is unsuccessful, the coach may need to re-engage in the evaluation process or complete specific areas for improvement. If another formal observation is required, it must will be completed with a different Coach Evaluator.

#### **Appeals must be sent in writing to Ontario Soccer at;**

Coach Evaluation Appeal  
Manger, Coach Development  
Ontario Soccer  
7601 Martin Grove Road,  
Vaughan,  
Ontario, L4L 9E4

