



**Classification Committee  
Terms of Reference  
February 26, 2025**

## **Purpose**

To review and implement, where relevant, the recommendations outlined in the Domestic Classification Review, ensuring alignment with Wheelchair Rugby Canada's strategic priorities. The committee will work to enhance Classification practices to support increased education, participation, athlete development, and the overall growth of wheelchair rugby in Canada.

## **Scope and Responsibilities**

The Classification Committee will focus on the following areas, derived from the Domestic Classification Review:

- **Review and Implementation:**
  - Assess and prioritize the recommendations from the Domestic Classification Review for implementation.
  - Ensure implementation is practical, effective, and aligned with Wheelchair Rugby Canada's needs and capacity.
- **Governance and Policy Development:**
  - Support the formalization of governance structures and policies related to Classification.
  - Clarify roles and responsibilities of stakeholders within the Classification system.
- **Opportunities and Inclusion:**
  - Identify and expand opportunities for Classification at events across Canada.
  - Promote inclusive practices that enhance participation for athletes with diverse needs.
- **Recruitment and Training:**
  - Develop pathways for recruiting and training classifiers, including retired athletes and other relevant stakeholders.
  - Promote consistency and quality in classifier education and certification.
- **Safe Sport:**
  - Integrate safe sport principles into Classification practices.
  - Provide guidance on sensitive processes to ensure the physical and emotional safety of all involved.
- **Education and Communication:**
  - Enhance understanding of Classification processes among athletes, coaches, PSOs, and clubs.
  - Improve communication regarding Classification timelines, decisions, and roles.

## **Composition**

- **Co-Chair:** Head of Classification.
- **Members:** Representatives from classifiers, coaches, athletes, Wheelchair Rugby Canada staff, and PSO/club representatives.



## Reporting Structure

- The committee will report directly to the CEO of Wheelchair Rugby Canada, providing regular updates and recommendations for decision-making and organizational alignment.

## Meetings

- **Frequency:** Quarterly or as required based on the progress and needs of the review and implementation process.
- **Format:** Virtual or in-person, as appropriate.
- **Quorum:** Majority of committee members.

## Deliverables

- Develop and implement an actionable plan based on prioritized recommendations from the Domestic Classification Review.
- Provide periodic updates to the CEO on progress, challenges, and outcomes.
- Propose adjustments or new initiatives as needed to address emerging Classification needs.

## Review and Evaluation

- The committee's performance and impact will be reviewed annually by the CEO to ensure continued alignment with organizational goals and priorities.