

PARA ARCHERY CLASSIFICATION

Classification manual for organisers of World Archery sanctioned competitions

These procedures aim to streamline and standardise classification procedures at World Archery sanctioned events.

Classification is the responsibility of World Archery, and compliance with the relevant rules, regulations and procedures ensures that the interests of all parties – athletes, classifiers, event organisers and officials – are protected and that appropriate conditions are in place for conducting classification.

At the beginning of each year, World Archery determines which events offer international classification opportunities. The list of selected events is published in the newsletter and on the World Archery website, and written confirmation is sent to the local organising committee.

A classification fee applies to all participants (athletes and staff) at international competitions, except for events where the cost of classification is covered by the organisers under the event agreement.

At the end of the competition, World Archery will send an invoice to the local organising committee for the classification fee. The invoice must be paid within 30 days.

World Archery responsibilities

World Archery appoints the chief classifier and classifiers, ensuring a minimum of one panel per competition where classification takes place.

Each panel consists of two classifiers, although in exceptional cases a panel may consist of one classifier in accordance with the World Archery classification rules.

The chief classifier is responsible for directing, administering, coordinating and implementing classification matters for the specific competition.

The head of classification informs the technical delegate and the local organising committee about the arrival and departure dates of classifiers to coordinate logistical arrangements, including travel, local transport and accommodation.

The cost of classifiers' travel, local transport and accommodation is covered by World Archery, except at world championships and multisport events.

The local organising committee will be reimbursed upon submission of an invoice where applicable.

Information to include in the invitation package

The invitation package must include the following classification-related information.

Medical documentation

Deadline for submission of the medical diagnostic form and all relevant documentation:

- **60 days before the classification day**

Classification schedule

- Day 1 – arrival of classifiers
- Day 2 – classification sessions and free practice
- Day 3 – official practice and equipment inspection
- Day 4 – qualification round (observation in competition)
- Day 5 – classifiers depart

Reference documents

Reference to classification rules and documents:

<https://worldarchery.sport/sport/disciplines/para-archery/classification>

Team responsibility

Teams must ensure timely arrival for scheduled classification sessions, as classification sessions cannot be postponed.

Recommendation:

Athletes registered for classification should arrive at least one day before their scheduled classification session.

Local organising committee requirements and practical information

The local organising committee is responsible for providing the necessary space and equipment to conduct classification evaluation during the competition.

The classification area, including a waiting area and classification room, must provide a suitable environment for the physical assessment and adaptive equipment approval process.

This area should be located close to the field of play and be fully accessible for wheelchair users. It must be lockable and used solely for classification activities.

The classification area must be available from the first day of unofficial practice until the end of the qualification round day (one hour before and one hour after competition).

Appropriate privacy must be guaranteed to conduct the physical assessment (for example, no glass doors or windows visible to the public).

Room temperature should be maintained at approximately 25°C, with heating or air conditioning available if necessary.

If two classification panels are operating simultaneously, two classification rooms will be required.

Classification room (minimum requirement)

Room size: at least 20 m²

Furniture and equipment

- one adjustable examination table
- disposable paper roll for the examination table
- two pillows
- one table
- two chairs for classifiers
- two chairs for the athlete and support personnel
- cleaning supplies (sanitising spray and paper towels)
- rubbish bin (emptied daily)
- examination gloves (sizes M–XL)
- electricity sockets and Wi-Fi connection
- administrative equipment (colour printer, paper, pens)

Waiting and check-in area (minimum requirements)

Room size: at least 20 m²

Furniture and equipment

- one table
- four chairs
- electricity sockets and Wi-Fi connection
- administrative equipment (paper, pens)

Contact

Feedback is welcome at any time to help improve the delivery of classification.

Email: classification@archery.sport

Further information

World Archery: <https://worldarchery.sport/>