

## 1. Purpose

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The purpose of this policy is to inform about the process and timeframes for licence/class review requests to be considered and approved if applicable. The policy is applicable to anyone involved in karting.

## 3. Scope

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The scope of this policy includes licence/class review requests from competitors wishing to move from:

- Novice to Rookies,
- Rookies to Junior,
- Junior to Junior Performance,
- Junior to Senior,

*before* the age limit of the current licence/class has been reached.

This policy also includes licence/class review requests from competitors who wish to:

- move to a higher grade earlier than is currently allowed for in the Rule Book, or
- remain in their current class for a short time beyond the maximum allowed age specified in the Rule Book.

## 3. Responsibilities

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The Licence/Class Review Panel comprises the following:

- Welfare Directors (3)
- If required, one other person selected by the existing Licence/Class Review Panel.

The Licence/Class Review Panel is responsible for:

- Reviewing the Licence/Class Review Request,
- Reviewing all relevant evidence,
- Considering aspects to safety while determining what is in the best interests of the driver,
- Complying with any legal onus upon Karting NSW and its members,
- Agreeing on an outcome by way of majority vote,
- Informing the applicant of the outcome.

The Licence/Class Review Panel is responsible for reviewing any reasonable application within the targeted timeframe of **30 days**.

The panel can discuss all requests by either or face to face meetings or teleconference and email.

## 4. Procedure

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### Driver/Guardian

The driver/guardian wishing to request dispensation to the rules will need to complete a Licence/Class Review request form and present a strong and responsible case for approval.

The driver/guardian will need to attach all relevant supporting evidence (including references to support the request) to Karting NSW via [info@kartingnsw.com.au](mailto:info@kartingnsw.com.au).

Relevant supporting evidence should include such information as weight and height of the driver, experience, and capabilities. Supporting references should also be obtained from the local member club and Karting NSW officials known to the licence holder.

### Licence/Class Review Panel

The panel will take all applications seriously and will endeavour to assess each application fairly and within a reasonable timeframe with a targeted turnaround time of **30 days**.

The panel may choose to consult with industry experts such as lawyers, Safe Work Australia and NSW Office of Sport and Official panel members.

The panel will advise the driver/guardian the outcome of the request by either post or email.

## 5. References

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- [Licence/Class Review Process v1.0](#) available on the Karting NSW Website
- [Licence/Class Review Application Form v1.0](#) available on the Karting NSW Website,
- [Karting NSW Current Rule Book v3.0 – Jan 2020](#).

Section L.5.2 – Licence Grading Process, Upgrade Criteria.

## 6. Appendix

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### JUNIOR LICENCE UPGRADE POLICY

#### Purpose:

Process for early upgrade of Juniors from a 'C' Licence to a 'B' licence. IE: To move from Juniors to Junior Performance.

Rule L2.4b says

- For some higher performance Classes, you must have a Minimum B Grade Licence.
- Drivers must be a Minimum thirteen (13) years of age to Compete in some B Grade Classes

#### Process:

Should a Junior Licence Holder wish to upgrade from a 'C' to a 'B' Licence before their thirteenth birthday (due to physical size and/or experience) the [Licence/Class Review Process](#) and the Procedure specified in Section 4 of this document will apply.

The licence Review Panel will review each case on a case by case basis. Should the application be successful the following condition/s will apply.

The competitor must:

- Must comply with rule L.1.2 - Granting a Licence,
- Display a Green 'P' Plate on the rear of their kart,
- Start from the rear of the field for up to three (3) race meetings, and
- Apply for an endorsement at each race meeting attended.

On successful completion of the above conditions, the applicant will be upgraded to a 'B' Licence.

[END]