



Water Polo Canada Event Sanction and National Registration Operational Document – September 2018



This document will serve as a guide on how the Water Polo Canada (WPC) National Registration and Event Sanctioning Policy will be applied operationally.

National Registration Policy

Water Polo Canada Registrant Category Definitions and Membership Fees

Registrant Category	Program Dates	Age of Registrants	Description	2018-2019
Developing Regions	September 1- August 31	All ages	Targeted for non-metropolitan and northern regions (former introduction). No competitions.	\$3.23
Affiliate Registration	September 1- August 31	University age athletes and coaches	University-based club athletes and coaches. Must be registered under the “affiliate” club category (\$0 club fee).	\$5.00
Sessional – Fall	September 1- December 31	All ages	Eligible to register in Sessional – Winter and Summer categories; can upgrade to Provincial or Competitive. Sessional club competitions.	\$7.00
Sessional – Winter	January 1- April 30	All ages	Eligible to register in Sessional –Summer category; can upgrade to Provincial or Competitive. Sessional club competitions.	\$7.00
Sessional – Summer	May 1-August 31	All ages	Sessional club competitions.	\$7.00
Provincial	September 1- August 31	All ages	Provincial Leagues, Provincial Championships, Invitational/Open Tournaments. Eligible for international travel.	\$20.46
Competitive	September 1- August 31	All ages	14U, 16U, 19U and MLWP NCL, Provincial Team, Age Group National Team, NCAA and Training Centre. Eligible to apply for international travel.	\$36.61



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Registrant Category	Program Dates	Description	2018-2019
Club Fees	September 1- August 31	Annual club fees.	\$100.00
Provincial Association Fees	September 1- August 31	Annual Provincial Association fees.	\$300.00

University and high-school based clubs are eligible to register in the “affiliate” club category of \$0. All other clubs participating in club, provincial or national competitions is required to register in the “club” category.

Each Provincial Association will set its internal registration fees that include the Water Polo Canada Membership Fee. These internal fees will differ from Provincial Association to Provincial Association.

Registration Process

All members and registrants; Provincial Associations, clubs, athletes, coaches, officials and volunteers, must be registered in Water Polo Canada’s online National Registration and Event Management Database in. This can be accessed at: <http://wpc.goalline.ca/event-search.php>. Registrants must register through the portal of their Provincial Association.

Benefits of Water Polo Canada membership include the following:

- Access to nationally recognized Water Polo Programs
- Insurance coverage
- Ability to participate in Sanctioned Events in accordance with the Event Sanctioning Policy
- Specialized training and national team programs
- Access to sport development framework and resources such as LTAD, athlete development pathways, coach & officials development pathways, etc.
- Training and certification programs for coaches and officials
- Various membership services including quality control
- Ability to access funding programs from WPC or the given Provincial Association
- Access to all membership services and programs provided by the given Provincial Association

In accordance with the National Registration Policy, the following pieces of information must be recorded on the registration forms:

- Last name, First name
- Preferred name
- Address, City, Province, Postal Code
- Telephone number
- Birth Date
- Gender
- E-mail address (personal)
- Registrant Category
- Club Name



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Provincial Associations may request that registrants supply to additional pieces of personal information. This may vary from province to province.

Upon registration, the individual registrant (or parent if the individual is under 18) must consent to the following:

- Water Polo Canada Waiver of Liability
- Water Polo Canada Privacy Policy
- Water Polo Canada Code of Conduct
- National Registration Policy
- Event Sanctioning Policy
- Photo/video release waiver
- Additional Water Polo Canada Policies

Provincial Associations may request that registrants consent to additional provincial policies. This may vary from province to province.

Registrants must select their appropriate registrant (membership) category upon registration. This category can be upgraded as the season progresses however at no time can an individual switch to a lower membership category. Once a registrant completes the registration Water Polo Canada membership fees are non-refundable. Refund policies may vary from province to province.

Registrants must register in their primary role (athlete, coach, official or volunteer). Secondary roles can be selected if applicable.

Athlete Transfers

As per the National Registration Policy “registrants are to be primarily registered in their province of residence”. If an individual would like to primarily register with a club outside of their province of residence they must complete the “Water Polo Canada Member Transfer/Loan Form” and submit it to their Provincial Association of residence (e.g. an individual residing in Ontario would submit the form to Ontario Water Polo). Water Polo Canada and the Provincial Association will make a decision as to whether the athlete is allowed to primarily register with a club outside of their province of residence. Requests will be considered on a case by case basis. These requests must be received by **Tuesday October 9, 2018** in order to be considered.

Athletes wishing to transfer or who want to be loaned to a club in another province must also complete the Water Polo Canada Member Transfer/Loan Form. Once all parties have signed off this form must be sent to Water Polo Canada.

Invoicing

The Water Polo Canada membership year is from September 1st to August 31st. Water Polo Canada will invoice the Provincial Associations for the Water Polo Canada membership fees in September 2019 for



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the 2018-2019 season. The Provincial Associations may have alternate schedules for invoicing clubs for membership fees.

Clubs and Provincial Associations who fail to pay their membership fees to their Provincial Associations or Water Polo Canada will be considered members not in good standing.

Event Sanctioning

Definitions

As per the Event Sanction Policy a Sanctioned Water Polo event is any activity in Canada that includes one or more games of water polo between opposing teams officiated by one or more referees, [other than an event that is organized or sanctioned by FINA]; or any events or activities recognised and sanctioned by a WPC Member from time to time. In order to be sanctioned, these events must receive a sanction from Water Polo Canada or a Member (Provincial Association).

Sanctioned events are only open to registrants of Water Polo Canada.

Events that require a sanction

- Provincial Water Polo Leagues
- Club Invitational Tournaments

Events that do not require a sanction

- Practices
- Scrimmages (only permitted if both clubs and all athletes are WPC registrants)
- Provincial Team training camps
- Fundraising events

Each Provincial Association may also add its own sanctioning definitions, regulations and policy, which may differ, from Provincial Association to Provincial Association.

Event Sanction Process

Organizations requesting a sanction must complete the “Event Sanction Request Form” and submit it to their Provincial Association. Regional and Provincial events are to be approved by the Provincial Association. Any invitational event where international teams are invited are required to receive the Provincial Association and Water Polo Canada’s approval.

All sanctions must be requested **4 weeks prior to the event start date**. If the sanction is requested after this date the organization is subject a \$100 fine by Water Polo Canada. Provincial Associations may add additional sanctions that can vary from province to province.



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All sanctioned events must be listed on the Water Polo Canada Registration and Event Management Database. Upon approval from the Provincial Association (and Water Polo Canada for events with international teams in attendance), the Provincial Association will be responsible for creating the event in the online database.

Teams will be required to register for the event by entering their complete roster through the “Team Registration Form” for the specified event.

Event Sanction Requirements

The following are the minimum requirements for a sanctioned event held in Canada:

- Host organization must be a Member or registrant in good standing with the Provincial Association and Water Polo Canada;
- Certificate of insurance for host facility provided;
- All participants registered meet the minimum membership category set by the event organizer
- All participants of the event (athletes, coaches, officials and volunteers) must be registrants in good standing of the Provincial Association and WPC. **The sanction will be revoked if there are Canadian participants who are not registrants in good standing with the Provincial Association and WPC;**
- All athletes and coaches must be listed on the team roster through the WPC Registration Database;
- International teams must prove they are in good standing with their international federation prior to the beginning of the event. These participants need to be aware that they are covered under the insurance program of their national federation (e.g. athletes registered with USA Water Polo are have insurance coverage through USA Water Polo);
- Coaches must meet the minimum coaching standards set by the event organizer (if applicable)
- All participants must abide by the Water Polo Canada and corresponding Provincial Association Code of Conduct;
- All participants must comply with Water Polo Canada’s Safe Sport Guidelines (concussion, insurance, anti-doping, Responsible Coaching Movement, etc.).

Each Provincial Association may add additional sanction requirements and this may vary from province to province.

Post-Event Reporting

In the case of incidents during the event, the event organizer must submit an Incident Report to the corresponding Provincial Association.

Following the event, the Provincial Association or Water Polo Canada can request copies of the game sheets to verify that all (Canadian) participants were registrants in good standing of and properly registered on rosters through the Water Polo Canada database. Failure to meet these requirements could result in the sanction being revoked.

Each Provincial Association may add its own reporting requirements which may differ from province to province.