



**Scottish
Swimming**

Water Polo

**Scottish Swimming
Regulations
for the
Water Polo
National Discipline Committee
Issue 3 – November 2014**

Water Polo Committee Regulations

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WP1.0 General

WP1.1 The Scottish Water Polo Committee (SWPC), a National Committee of Scottish Swimming, shall comply with the relevant sub- sections of Company Article A3.

WP1.2 The membership of the SWPC shall be in accordance with Company Article A3.1.3.7.1.

WP1.3 The SWPC shall have the following responsibilities in addition to those stated in Company Article A3.1.3.6.1.

WP1.3.1 Formulate regulations for water polo activities held in Scotland.

WP1.3.2 Decide on the interpretation of regulations pertaining to water polo and give a ruling thereon;

WP1.3.3 Arrange trials and agree a selection policy for players to participate therein;

WP1.3.4 Select staff for international squads and contests;

WP1.3.5 Co-operate with any advisory board which may be appointed by the Company to supervise the training of swimmers;

WP1.3.6 Nominate, on behalf of Scottish Swimming, to the appropriate body for consideration suitably experienced water polo technical officials for LEN and FINA list appointment(s).

WP1.3.7 Arrange for the selection, appointment and supervision of Water Polo Technical Officials at National Championships and International events held in Scotland.

WP1.3.8 Arrange for the selection of the team to represent Scotland in the GB Championships in accordance with BSWPC Championship Rules.

WP2.0 Competition Organisation**WP2.1 Competitions**

WP2.1.1 The following competitions shall be organised annually by the SWPC:

- a) Scottish Championships
- b) National Leagues
- c) Inter-District Championships

WP2.1.2 The SWPC shall decide the format, age group and sex, entry fees, fines, penalties and closing date for entries for all competitions.

Possible penalties include:-

- a) Losing the points or cup tie.
- b) Forfeiting the game with a 5 - 0 win going to the other team.
- c) Being liable for expenses incurred by the opposing team and match officials.
- d) Being fined

WP2.1.3 The SWPC shall determine which venues will be used based on the size and depth of the pool and the facilities available.

WP2.1.4 Towards the end of each calendar year the SWPC shall set dates for conducting each competition for the following year.

WP2.1.5 The Event Co-ordinator shall issue Clubs and District Water Polo Conveners with invitations to enter all national competitions.

WP2.1.6 Entries to National Competitions shall be sent to the Event Co-ordinator together with the appropriate entry fee (as per the directions of the Event Co-ordinator).

WP2.1.7 Entry to the competitions shall be open to any club affiliated to Scottish Swimming.

WP2.1.8 Acceptance of any such entry shall be at the discretion of the SWPC.

WP2.1.9 The Event Co-ordinator shall arrange a draw of teams to determine their position in the game schedule.

WP2.1.10 Knock out Competition Draw.

- a) Teams shall be drawn in pairs, first drawn having the choice of venue, where applicable.
- b) Where byes are necessary the last drawn teams shall form the byes.
- c) Byes will occur at the earliest stage of the competition
- d) No team shall receive more than one bye in a competition in the same season.

WP2.1.11 The Event Co-ordinator shall create a Games Schedule with the following considerations

- a) Identify potential conflicts (GB events, International or Representative Matches, Scottish Swimming National events)
- b) Confirm venue availability (including facility check and use of timing equipment)
- c) Agreement with clubs and Technical Officials Co-ordinator

WP2.1.12 The Event Co-ordinator shall publish and circulate the Games Schedule

WP2.2 Officials

- WP2.2.1 For Central Venue events all match officials will be appointed by the Technical Officials Co-ordinator.
- WP2.2.2 For “home” matches the clubs shall be responsible for the appointment of table officials.
- WP2.2.3 Other officials, unless otherwise appointed, shall be selected by the Technical Officials Co-ordinator.
- WP2.2.4 Official's expenses would be claimed from the Technical Officials Co-ordinator.

WP2.3 Cancellations

- WP2.3.1 A club having to cancel a match must inform the following:
- Event Co-ordinator
 - Technical Officials Co-ordinator – who will then inform the appointed officials.
 - The opposing club's secretary.
- WP2.3.2 At least seven clear days notice should be given to the Event Co-ordinator, Technical Officials Co-ordinator and to the opposing club's secretary.
- WP2.3.3 A club having to cancel a match may incur penalties and/or a fine as defined in the competition rules – refer to WP2.1.2.
- WP2.3.4 Failure to fulfil a fixture as a result of the non-attendance of officials shall be communicated by the home club to the Event Co-ordinator, who shall reschedule the fixture.

WP2.4 Fixture Rescheduling

- WP2.4.1 Fixtures may only be altered by the Event Co-ordinator if the re-arrangement of one of the following events creates a conflict.
- An International or Representative Match
 - A GB training session
 - A Scottish Swimming national event
 - Venue availability
- WP2.4.2 Fixtures may also be altered for other circumstances agreed by the SWPC.

WP3.0 Match Rules

- WP3.0.1 All matches will be played under FINA rules, subject to local conditions.

WP3.1 Eligibility

- WP3.1.1 All players must be Scottish Swimming Registered Club Members
- WP3.1.2 A team playing an ineligible player in a match shall be deemed to have lost the match and a fine and/or penalty shall be imposed – refer to WP2.1.2.

WP3.2 Team Structure

- WP3.2.1 A team shall be deemed to consist of a goalkeeper and six outfield players (minimum).

WP3.3 Team Size

- WP3.3.1 No more than 13 players may represent a Club or District in any single venue tournament.

WP3.4 Team Presentation

- WP3.4.1 Teams must be present at the report time communicated to the clubs by the Event Co-ordinator.
- WP3.4.2 At this time the Team Captain shall give a written list of players and their cap numbers to the Match Secretary.
- WP3.4.3 Teams failing to report by the time stipulated will be deemed guilty of contravening WP2.3.2

WP3.5 Venue Environment

- WP3.5.1 Sufficient space must be provided to enable the Referee(s) to have free way from end to end of the field of play.

WP3.6 Match Record

- WP3.6.1 Match details shall be recorded on the approved Match Record Sheet
- WP3.6.2 At the end of each match the referee(s) shall sign the Match Record Sheet

- WP3.6.3 The Match Secretary shall hand a duplicate copy to each team.
WP3.6.4 The referee shall send the top copy and the Team Lists to the appropriate Convenor within 3 days.

WP3.7 Brutality and Disrespect

- WP3.7.1 Any player committing an act of “Brutality” will be excluded automatically from the next two matches in that competition.
WP3.7.2 The player shall be the subject of a Complaint in accordance with Company Rule R12.0
WP3.7.3 Any player committing an act of “Disrespect” will be excluded automatically from the next match in that competition.
WP3.7.4 A Referee who dismisses or cites a player for the offence of “Disrespect” or that of “Brutality” shall log this as a Complaint with the Company. However, in the case of “Disrespect” a referee should only log a complaint if he is of the opinion that his powers under the FINA rules of Water Polo are not sufficient to enable him to adequately punish a particularly serious offence.

WP4.0 Scottish Championships**WP4.1 Rules**

- WP4.1.1 The competition shall comply with WP2.0 and WP3.0.
WP4.1.2 All matches shall be played to a decisive conclusion.

WP4.2 Scottish Men’s Championship

- WP4.2.1 The rules for the Scottish Championship shall apply (see WP4.1).
WP4.2.2 All players must be male.

WP4.3 Scottish Women’s Championship

- WP4.3.1 The rules for the Scottish Championship shall apply (see WP4.1).
WP4.3.2 All players must be female.

WP4.4 Scottish Youth Championship - Malta Trophy

- WP4.4.1 The rules for the Scottish Championship shall apply (see WP4.1).
WP4.4.2 The team’s composition will be determined by the SWPC – refer to WP2.1.2.

WP4.5 Scottish Junior Championship - Willie Mellors Memorial Trophy

- WP4.5.1 The rules of the Scottish Championship shall apply (see WP4.1).
WP4.5.2 The team’s composition will be determined by the SWPC – refer to WP2.1.2.

WP4.6 Scottish National Academy Championship

- WP4.6.1 The rules of the Scottish Championship shall apply (see WP4.1).
WP4.6.2 The team’s composition will be determined by the SWPC – refer to WP2.1.2.

WP5.0 National League**WP5.1 Rules**

- WP5.1.1 The competition shall comply with WP2.0 and WP3.0.

WP5.2 The League shall consist of Divisions.

- WP5.2.1 The SWPC shall have the power to determine the number and composition of the Divisions for the season.
WP5.2.2 There may be sections of the League restricted to particular age groups or sex.

WP5.3 Each Division shall operate on a points system with two points for a win, one point for a draw.

WP5.4 If two or more teams have equal points at the end of the season, the following shall apply.

- a) Only the points gained in those matches played between the teams with equal points shall be decisive.
- b) If there is still equality the classification shall be established according to the goal difference gained in only those matches played between the teams with equal points.
- c) If there is still equality the classification shall be established according to the highest number of goals scored in those matches played between the teams with equal points.
- d) If there is still equality then the SWPC shall organise a play-off between the clubs with equal points, with each game in the play-off played to a definitive result.

- WP5.5 Play-offs will be held to determine relegation and promotion.
WP5.5.1 The team finishing last, in all divisions but the lowest, will play the team finishing first in the next lower division.
- WP6.0 Inter-District Championships**
WP6.1 Rules
WP6.1.1 The competition shall comply with WP2.0 and WP3.0.
WP6.1.2 The competition shall be open to all Districts.
WP6.1.3 The competition will be held providing at least two Districts enter.
WP6.1.4 Competition Structure
a) When all four Districts enter there shall be two semi-finals. The losers will play off for 3rd and 4th places and the winners will play off for 1st and 2nd places.
b) When three Districts enter teams, they play each other once.
c) When two teams enter there shall be a straight final.
WP6.1.5 All matches will be played to a decisive conclusion.
- WP6.2 Men's Inter-District Championship - Parker Trophy**
WP6.2.1 The rules for the Inter-District Championships shall apply (see WP6.1).
WP6.2.2 Players taking part must be male.
- WP6.3 Women's Inter-District Championship**
WP6.3.1 The rules for the Inter-District Championships shall apply (see WP6.1).
WP6.3.2 Players taking part must be female.
- WP6.4 Junior Men's Inter-District Championship - Grant Trophy**
WP6.4.1 The rules for the Inter-District Championships shall apply (see WP6.1).
WP6.4.2 Players taking part must be male.
- WP6.5 Junior Women's Inter-District Championship**
WP6.5.1 The rules for the Inter-District Championships shall apply (see WP6.1).
WP6.5.2 Players taking part must be female.
- WP7.0 Appointments**
WP7.1 Applications will be invited for the following posts and the SWPC will select appropriate persons to act in those capacities for a period of TWO years, subject to the appointees being endorsed at the Scottish Swimming Annual General Meeting. Retiring appointees can stand for re-election.
WP7.1.1 Technical Officials Co-ordinator whose duties are recorded in WP10.0
WP7.1.2 Event Co-ordinator whose duties are recorded in WP11.0.
WP7.1.3 Finance Co-ordinator whose duties are recorded in WP12.0.
- WP7.2 Polo playing Clubs - one representative from each club.
WP7.2.1 Water Polo Clubs must advise the Company by the 15 December each year, which Scottish Swimming Registered Club Member they wish to nominate to represent them on the SWPC the following year.
- WP8.0 Statutory Meetings**
WP8.1 The National Convener shall convene a meeting of the SWPC and representatives from all water polo playing clubs towards the end of each calendar year for the purpose of reviewing polo activities within the year, hearing proposals for the benefit of the game, and discussion of relevant matters.
- WP9.0 Duties of the Water Polo National Convener**
WP9.1 The duties of the Water Polo National Convener are as per Company Article A3.1.3.6.1.

WP10.0 Duties of the Technical Officials Co-ordinator

- WP10.1 Establish and improve standards of refereeing and officiating in Scotland.
- WP10.2 Formulate regulations for activities within Scotland relating to Water Polo Technical Officials.
- WP10.3 Regulate the training/retraining of Water Polo Technical Officials registered with Scottish Swimming for the following categories:-
a) Referee
b) Table Official
- WP10.4 Arrange written examinations for appropriate categories of officials.
- WP10.5 Award certificates of proficiency to officials who satisfy the requirements of the examinations.
- WP10.6 Ensure a register of Water Polo Technical Officials is maintained by the Company.
- WP10.7 Carry out regular assessments of the performance of registered Water Polo Technical Officials.
- WP10.8 Review regularly the FINA Rules relating to Water Polo and the Scottish Swimming Regulations relating to Water Polo Technical Officials, provide interpretation and make proposals for amendments as necessary.
- WP10.9 Arrange for the selection, appointment and supervision of Water Polo Technical Officials at National Championships and International events held in Scotland.

WP11.0 Duties of the Event Co-ordinator

- WP11.1 Towards the end of each calendar year, prepare and issue a Water Polo Calendar for the following year including dates for conducting each competition as decided by the SWPC.
- WP11.2 Organise all national competitions in consultation with the SWPC as set out in WP2.1.1
- WP11.3 Ensure competitions are run in accordance with water polo competition rules as defined by FINA and LEN.
- WP11.4 Ensure the smooth running of domestic competition throughout Scotland.
- WP11.5 Issue clubs and District Water Polo Conveners with invitations to enter all national competitions.
- WP11.6 Receive entries for competitions, together with the appropriate entry fees.
- WP11.7 Issue clubs with a Fixture List, competition guidelines and report times for matches.

WP12.0 Duties of the Finance Co-ordinator

- WP12.1 Control the income of the SWPC.
- WP12.2 Control the expenditure of the SWPC.
- WP12.3 Prepare a budget, each year, to be agreed by the SWPC and submitted to the Company Board as per Company Articles A3.1.3.6.1(e).
- WP12.4 Monitor and reconcile the approved budget for the SWPC throughout the year and provide regular reports for the SWPC.
- WP12.5 Prepare annual accounts for the SWPC.

WP13.0 Licensing**WP13.1 General**

- WP13.1.1 Licensing provides the Association with a means of control over, and the maintenance of minimum standards during the operation of, Water Polo Meets in Scotland.
- WP13.1.2 A licence is required for any competitive Meet which involves two or more clubs. A WP Meet can be a league, a cup competition or a tournament.
- WP13.1.3 All players must be members of Scottish Swimming or be registered members of another FINA affiliated country, prior to competing in any licensed Meet.
- WP13.1.4 The control of licence compliance for Level 1 and Level 2 Meets will be based on monitoring and reporting by a WP Delegate / Meet Observer appointed by the appropriate Water Polo committee.
Compliance for Level 3 Meets will be self-assessment.
- WP13.1.5 A licence may not be granted if the date(s) clash with other competitions promoted by
- The SWPC
 - The District in the geographical region.
- WP13.1.6 Leagues must submit applications for a licence for each division held. Only one fee per division will be applied for the duration of a League season.

WP13.2 Licence Categories

- WP13.2.1 Meet Licenses will be categorized as follows:
- Level 1 - International competition between two or more Nations and finals of National Competitions.
 - Level 2 – National and District organised Meets, which include leagues, cups and tournaments.
 - Level 3 - Club tournaments

WP13.3 Jurisdiction

- WP13.3.1 The SWPC is responsible for the issue of all licences.

WP13.4 Conditions

- WP13.4.1 Clubs must observe Health & Safety requirements and be aware of the implications in respect to insurance cover.

WP13.5 Facility Minimum Standards

Facility Minimum	Level 1	Level 2	Level 3
Warm Up facilities	Yes	Yes	Yes
Officials Table with a clear view of field of play	Yes	Yes	Yes
2.00m min depth	Yes		
Electronic timing	Yes		
Competitor Seating	Yes		
Area for Goal Judge	Yes		
Separate spectator seating	Yes	Yes	
Programme	Yes	Yes	
First aid facilities	Yes	Yes	Yes

WP13.6 WP Meet/game Timescale Standards

- WP13.6.1 WP Meet/game lengths shall not exceed the following:-
- Level 1:- Maximum of six hour session, including medal presentations.
Maximum of two sessions per day.
Two game maximum per team per day.
 - Level 2:- One six hour session, including medal presentation.
Two game maximum per team per day.
 - Level 3:- One six hour session, including medal presentation.

WP13.7 Applying for a Licence

- WP13.7.1 Application must be made on the appropriate form, accompanied by the appropriate fee (in accordance with Company Rule R3.4.1) to the SWPC. Forms can be downloaded from www.scottishswimming.com. Advertising of a WP Meet cannot take place without a license number.
- WP13.7.2 Application must be made no later than 8 weeks prior to the WP Meet.

WP13.7.3 When a change to the details on the application (e.g. change of venue or format) is required, a new application must be made. The fee for the new application may be waived at the discretion of the SWPC.

WP13.8 Notification

WP13.8.1 Confirmation that a licence has been granted will be sent to the applicant within 30 days from receipt of the application.

WP13.8.2 Where a license application is refused the applicant will be advised within 30 days of the receipt of the application and the reason for refusal stated.

WP13.9 Requirements

WP13.9.1 All WP Meet programmes and match record sheets must carry the appropriate license number.

WP13.10 Reports

WP13.10.1 A completed License Report must be returned, within seven days of completion of the WP Meet, to the SWPC. Report forms can be downloaded from www.scottishswimming.com.

WP13.11 WP Delegate / Meet Observer

WP13.11.1 The role of the WP Delegate / Meet Observer is two fold:

- a) Overseeing the Technical Officials.
- b) Observation and reporting of the Meet to the SWPC

WP13.11.2 If no WP Delegate / Meet Observer is appointed the control and monitoring of Licence compliance will be based on self-assessment by the organising body with endorsement by the WP Meet Director

WP13.12 Management of WP Meet

WP13.12.1 The WP Meet Director will be responsible for all poolside related activities and areas including the Technical officials table and competitors seating.

WP13.12.2 The WP Delegate / Meet Observer or when no one has been appointed as such, the WP Meet Director has control from start to finish of the Meet. The match Referee(s) controls each individual match from end of warm-up to the conclusion of match.

WP13.12.3 For Level 1 WP Meets a WP Delegate / Meet Observer and a Meet Director will be appointed by the SWPC.

WP13.12.4 For Level 2 WP Meets a Meet Director will be appointed by the appropriate Water Polo Committee.

WP13.12.5 For Level 3 WP Meets a Meet Director will be appointed by the organising body.

WP13.13 Officials

WP13.13.1 The Officials required for Licensed WP Meets shall be in accordance with FINA Water Polo Rules, unless agreed otherwise by the SWPC.

WP13.13.2 A complete list of referees and technical officials for each match, normally on the match sheets, must be signed by the match referee(s).

WP13.14 Fees

WP13.14.1 The fee for each licence will be set in accordance with Company Rule R3.4.1.

WP14.0 Combined Clubs or Combined Teams**WP14.1 General**

- WP14.1.1 A Combined Club or Team shall be approved by the Scottish Water Polo Committee as per Company Rule R5.1.5(d).
- WP14.1.2 Membership of an Affiliated Club is a prerequisite of membership of a Combined Club or Team.
- WP14.1.3 Competitors representing a Combined Club or Team cannot also represent their registered club in the same competition.
- WP14.1.4 Combined Clubs or Teams are not entitled to have delegates at SWPC, Scottish Swimming or District meetings.

WP14.2 Entitlements

- WP14.2.1 Combined Teams shall have the following entitlements;
 - a) Direct mailing of information concerning competitions, from the SWPC, to a nominated representative.
 - b) Participation in Competitions organised by the SWPC
 - c) Participation in District Championships if approved by the District.
 - d) Participation in Club Invitation Meets if invited by the Organising Club.
- WP14.2.2 Combined Clubs shall have the following entitlements;
 - a) Direct mailing of information concerning competitions, from the SWPC, to a nominated representative.
 - b) Participation in Competitions organised by the SWPC.
 - c) Participation in Competitions organised by other FINA affiliated organisations.

WP14.3 Application Procedure

- WP14.3.1 Application must be made to the SWPC for approval of a Combined Club or Team and approval of players eligible to play for the Combined Club or Team.
- WP14.3.2 Application must include the following information.
 - a) The competition to be entered,
 - b) The reason for the combination,
 - c) The list of players to be considered,
 - d) Combined Clubs must also submit a completed 2nd Claim form for each player

WP14.4 Combined Club Registration

- WP14.4.1 For an approved Combined Club
 - a) The Combined Club will be registered with Scottish Swimming and pay the appropriate affiliation fee.
 - b) The list of players and completed 2nd Claim forms will be sent to Scottish Swimming to register the players as second claim to the Combined Club.