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# **By-laws**

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# **Water Polo**

VICTORIA

**August 2022**

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## 1. Definitions

Board	Identified as per Water Polo Victoria Constitution
Competition Manager	A person appointed from time to time and acts with delegated authority of the Chief Executive Officer to administer competitions of WPV. The Chief Executive Officer may assume responsibility of the role from time to time.
Chief Executive Officer	A person appointed by the WPV Board that has responsibility to lead WPV under delegated authority of the Board. In the absence of an appointment, the WPV Board will assume responsibility for this role.
Forfeit	A Forfeit occurs when a team gives advanced notice that they are unable to field a team for a scheduled match.
Interstate Transfer	An Interstate Transfer is a request by a player to transfer to/from a club outside of Victoria.
Local Transfer	A Local Transfer is a request by a player to permanently move to another club within Victoria.
Primary Club	The first (main) club that a person is registered with.
Second Claim	A request by a player to temporarily play for one or more seasons for a metropolitan club that is not their Primary Club. Examples include: <ul style="list-style-type: none"> <li>(a) A country registered player may wish to play for a metropolitan club; and/or</li> <li>(b) A metropolitan registered player may wish to play for another metropolitan club in a grade that is unable to be entered by their primary club).</li> </ul>
Secondary Club	The second club a player is registered with in the event of a Second Claim.
Technical Fault	A breach of the By-Laws.
Walkover	A walkover occurs when a referee deems that a team has insufficient players prior to a scheduled match.
WPA	Water Polo Australia.
WPV	Water Polo Victoria.

## **2. Affiliation Fee and Outstanding Accounts**

- 2.1. Each affiliated club shall pay an annual affiliation fee of the sum prescribed by WPV.
- 2.2. Payment of the affiliation fee referred to in By-Law 2.1, will result in that club becoming “financial”.
- 2.3. Debts: All monies outstanding to WPV are to be paid no later than fourteen (14) days after the date of invoice issued.
- 2.4. Clubs must be within the determined WPV trading terms by 3pm on the Friday prior to the following weeks to be eligible for match points in all water polo competitions:
  - (a) Summer Competition:
    - (i) Round 4;
    - (ii) Round 8; and
    - (iii) Round 12;
  - (b) Winter Competitions:
    - (i) Round 3;
    - (ii) Round 6; and
    - (iii) Round 9.
- 2.5. If a WPV club is deemed to be un-financial, all teams from the un-financial club will become ineligible for match points until the club is deemed to be financial by the Chief Executive Officer. Where a match takes place with a club who is ineligible for match points, the opposition club must win the match to receive the match points. If the unfinancial club wins the match, neither team shall receive the match points.
- 2.6. The Chief Executive Officer shall have the right to approve an agreed payment plan (in consultation with the Board) for un-financial clubs. If a club breaches the agreed payment plan they will forfeit the right to another payment plan and will become ineligible for match points until they are deemed to be financial by the Chief Executive Officer.
- 2.7. All affiliated clubs participating in final series matches must be financial clubs with WPV before the conclusion of the fixtured matches. In the event that a participating club is not financial, WPV may at its discretion, remove all or any of its teams from their position in the final series matches and promote the next entitled financial teams in their place to participate in the finals series.

## **3. Competition Structure**

- 3.1. Competitions shall be conducted as grade competitions and consist of:
  - (a) The senior competition;
  - (b) The junior competition; and
  - (c) The sub-junior competition.
- 3.2. The senior competition shall be graded as follows:
  - (a) The senior grade shall be known as state league one (**SL1**) and subsequent grades as state league two (**SL2**), state league three (**SL3**) etc; and
  - (b) The senior grade shall consist of as many grades as required by team entries.

3.3. The junior competition shall be graded as follows:

- (a) There will be two grades for male and female;
- (b) Under 18s also known as “junior men” and “junior women”;
- (c) Under 16s also known as “youth boys” and “youth girls”; and
- (d) The age eligibility for each grade will be defined by WPV in accordance with WPA national age groups and distributed to clubs at the time of entry.

3.4. The sub-junior competition shall be graded as follows (please note gender specific competitions are assessed once WPV receives team entries):

- (a) Under 12s; and
- (b) Under 14s.

3.5. WPV shall grade all teams based on club requests, number of teams entered and results from previous competitions.

#### **4. Team Entries**

4.1. *General:*

- (a) WPV will determine and publish criteria for all competitions at time of entry;
- (b) There shall be no restrictions on the number of teams entered by any club in any grade with exception to SL1 where only 1 team per club is permitted entry.
- (c) WPV may refuse to accept team entries from clubs that are in breach of, or have in the past regularly and frequently breached, the By-Laws; and
- (d) WPV will not accept team entries from clubs with any outstanding balance greater than 90 days unless WPV has accepted repayment arrangements.

4.2. WPV may accept a combined team entry from two or more clubs where there are insufficient players to form a one club team.

4.3. WPV shall have the power to establish special state squads to compete in its competitions. State squads shall not be eligible to participate in the finals series.

- (a) A player’s participation in state squad matches shall not affect the player’s eligibility for finals.

4.4. WPV may also conduct beginner’s, social and master’s-based competitions, or designate any grade as either a master’s or veteran’s grade. The age eligibility criteria for such grades will be determined by WPV and specified at the time of entry.

4.5. *Team entry fees:*

- (a) Team entry fees shall be as determined by WPV and reviewed on an annual basis.
- (b) Team entry fees will be advertised at time of entry.
- (c) Clubs will be invoiced Entry Fees as per the payment schedule provided to clubs prior to the competition commencing.

4.6. *Penalties for a club withdrawing a team:*

- (a) A club withdrawing a team must advise WPV in writing.
- (b) A club withdrawing a team after draft fixtures have been released will receive a fine of \$250.

4.7. *Match fees:*

- (a) Match fees shall be determined by WPV and reviewed on an annual basis.
- (b) Match fees will be advertised at the time of entry.
- (c) Clubs will be invoiced match fees as per the payment schedule provided to clubs prior to the competition commencing.

**5. Registration of players**

5.1. All registrations shall be lodged via WPA's online registration portal with mandatory payment of the prescribed WPA and WPV fee at the time of registration.

5.2. Registration and payment must be received by WPV at least 1 day prior to the player's first match.

5.3. If registration and payment are not lodged within the specified time, the player shall not be eligible to play in any match.

5.4. *Local Transfers:*

- (a) Players will not be eligible for transfers in any competition after the first half of the rostered matches have been completed. Finals are not included for the purpose of this calculation.
- (b) The player's new club shall be responsible for processing the transfer in Revolutionise.
- (c) A club may withhold a transfer request if the player transferring is in arrears. A Local Transfer can be held for a maximum period of 14 days after which time WPV may approve the transfer at its discretion.

5.5. *Interstate Transfer:*

- (a) A player seeking a transfer must notify both clubs, the Competition Manager and WPA in writing as soon as possible.
- (b) The player's new club shall be responsible for processing the transfer in Revolutionise.
- (c) A club may withhold a transfer request if the player transferring is in arrears.

5.6. *Second Claim players:*

- (a) A member of any club may apply to play as a second claim player with another club.
- (b) The player seeking a Second Claim must pay any fees associated with the Second Claim through Revolutionise.
- (c) Country registered players seeking a Second Claim to compete in the Victorian metropolitan competition must pay metropolitan registration fees.

- (d) WPV must approve any Second Claim requests.
- (e) If a player plays for another club without WPV approval, the club and player may be sanctioned as per 11.2 Technical Fault.

## **6. Eligibility to Participate in Competition Matches**

### *6.1. Eligibility – rostered matches:*

- (a) Only registered members of WPV can play in competition matches.
- (b) All players must sign the game sheet prior to playing. Anyone who has not signed, will be deemed to have not played.
- (c) Players are not permitted to play in more than one State League match per round.
- (d) Players are permitted to play in a Junior Match and a State League match in the same round, both matches will be used for qualification purposes
- (e) Where a club who has two or more teams competing in the same grade (or combined grade), a player once having played three games for one of those teams (eg team 1) shall only be eligible to play for that specific team (team 1) in that grade and cannot subsequently switch to another of the club's teams in that grade.

### *6.2. Eligibility – finals matches:*

- (a) Players must have played in one third of all “scheduled” matches (rounded down to nearest whole number) in that particular grade to be eligible to play in the finals of that grade
- (b) Players are only permitted to play in one senior competition final, as defined in By-Law 3.2, in a round. Semi-finals (ie. major and minor) are considered the same round.
- (c) By-Law 6.2(b) will not restrict a player from playing in a junior competition final, as defined in By-Law 3.3, and a senior competition final, as defined in By-Law 3.2, in the same round.
- (d) A player who has played 50% or more of all “scheduled” matches (rounded down to nearest whole number) in a particular grade, as defined in By-Law 3.2, is not eligible to play finals in lower senior competition grades. Eg there are 17 scheduled matches, 50% of games is 8.5, rounding it down to 8, a player plays 8 or more games they are not permitted to play in lower grades in finals.
- (e) Any special circumstance that may have affected a player's availability to play the required number of rostered games (eg. an Australian Institute of Sport / Victorian Institute of Sport scholarship holder, or Australian representative who could not participate due to other commitments, injury etc) is to be submitted in writing to WPV for consideration, to determine that player's eligibility to play finals matches.

### *6.3. Age exemption:*

- (a) An age exemption enables a player to play in an age group outside of their normal eligibility.
- (b) Exemption requests must be submitted at the time of team entry or min 14 days before playing.
- (c) An age exemption may be granted by WPV at their discretion and will be valid for the current season including finals.
- (d) For older junior players wishing to play in a younger junior competition they must submit the WPV Exemption Application Form.
- (e) For Junior (16 and under) players wishing to play up in a State League competition they must

submit a WPV Junior Playing State League Application Form.

- 6.4. Any player who has been named in a National Senior squad/team (Australian or other country) or played in a National League match the previous season, or has been an AIS scholarship holder within 12 months prior to the first scheduled game of a competition is restricted to competing in SL1 and, if eligible, Junior grades. Any request for exemption to this rule is to be submitted to WPV.

## 7. Presentation of matches

### 7.1. Fixtures:

- (a) A list of matches for each competition will be available on Revolutionise and will include the time and venue allotted for each match.
- (b) Where possible, draft fixtures will be available to clubs to provide feedback prior to the start of each competition. Feedback will be assessed but changes will not always be approved.

### 7.2. Match times:

- (a) Duration of competition matches:

Competition	Quarter Length	Running/Actual
State League 1 - 2	8 minutes	Actual
State League 3 - 7	6 minutes	Running
Junior	7 minutes	Running
Youth	6 minutes	Running
14 and Under	6 minutes	Running
12 and Under	5 minutes	Running
<p><b>• Referees have discretion to stop time during all games if they deem there to be timewasting involved.</b></p>		

- (b) If a team is not ready at the scheduled game start time, the offending team will be penalised one goal for every two minutes that they are not ready. If a team is not ready to compete by the end of the scheduled first quarter, the team will be deemed to have given a Walkover and a fine of \$250.00 will be applied to that club/team. The referees will determine when each team is ready and apply this penalty at their discretion.
- (c) If a competition grade is deemed to be “running time”, a referee may use their discretion to “stop the clock” (eg. injured player or unsafe game area).
- (d) The FINA rules of water polo shall apply as regards to shot clock, provided there are sufficient competent officials to administer it.
- (e) With the exception of finals matches, all matches will finish 5 minutes prior to the start time of the next fixtured game.
- (f) In finals matches, games will be played to a conclusion in the form of a penalty shoot out as per FINA rules.

### 7.3. Team managers:

- (a) The team manager is responsible for:



- (i) ensuring each player is allocated to the team in Revolutionise;
  - (ii) the legible completion of the team sheet including players full name and National ID numbers;
  - (iii) checking that all players have signed the team sheet prior to the game;
  - (iv) reporting all injuries to the match referees or pool controller; and
  - (v) ensuring a table official is available for every match.
- (b) If a team manager is unavailable for any match, the team must ensure a suitable deputy manager is available.

*7.4. Presentation of Players:*

- (a) All teams shall enter the playing area and pool concourse in an orderly manner and observe all directions given by the referees.
- (b) Prior to a match commencing, a team sheet shall be filled in legibly by the team's manager or deputy manager, listing each player to participate in that game and signed by each player next to their own name. No player may sign on after the half-time interval and join the match.
- (c) Players who have not signed the team sheet shall be deemed to have not played in that match resulting in the game not counting towards finals eligibility, votes and goals not counting towards WPV season awards (MVP and Highest Goal Scorer).
- (d) No one other than the individual player can sign to say they are present for the match. This is important to ensure integrity of finals eligibility and record keeping is maintained.
- (e) Each team, consisting of at least six players, must be dressed in full match gear ten minutes before the listed starting time of their match.
- (f) In the event of a team of at least six players, one of whom must be the goalkeeper, has not signed the team sheet by the scheduled start time of a match, the team shall be deemed to have given a Walkover and a fine of \$250.00 will be implemented against that club/team.
- (g) If during the course of a game a team has less than six players eligible to compete in the game (eg. through injury or personal fouls after the start of the game), the game will continue.

*7.5. Caps:*

- (a) All teams must have a full set of caps (dark and light) numbered in accordance with FINA rules.
- (b) The first named team in a competition match will wear white/light hats and the second named team will wear blue/dark hats.
- (c) If the referee determines a clash, they will ensure the teams are wearing the assigned colour before directing the second named team who then shall be responsible for changing to a set of contrasting caps.

7.6. *Balls:*

- (a) The balls used in competition matches shall be in accordance with the WPA guidelines.

Competition	Ball Size		Competition	Ball Size
12s	3		Junior Women	4
14s	4		Junior Men	5
Youth Girls	4		State League Women	4
Youth Boys	5		State League Men	5

- (b) Each team shall provide two balls of a standard deemed suitable by the referees for their matches.

7.7. *Table officials*

- (a) Each team is required to provide one competent person for table duty for every match which their team is playing and this person shall be responsible to the referee for keeping the time and scoring.
- (b) If a team provides no table official by the scheduled start time of a match, the referee may direct a player who has signed the team sheet for the game to perform the role of table official. Once performing the role, the player may only be substituted by another player or club nominated table official during the end of a period of play (ie. at quarter time, half time or three quarter time).
- (c) In the event that no table official is provided the team will forfeit the match (Forfeit 11.1).

7.8. *Signing team sheets:*

- (a) A team's captain or manager must sign the team sheet at the completion of a match
- (b) **If the team sheet isn't signed a team is not permitted to protest.**
- (i) A protest must be lodged in writing to WPV within 48 hours of the completion of the match,

7.9. *Both competing teams are responsible for:*

- (a) setting up the pool and equipment to the referees' and pool controller's satisfaction, before the first match commences;
- (b) restoring the pool to the pool controller's satisfaction, at the conclusion of the last match; and
- (c) any other duties delegated by the referees or pool controller.

**8. Referees**

- 8.1. Referees are responsible for starting the match on time and its conduct, including that of all players, officials and spectators.
- 8.2. The referees have the discretion to shorten a match if it cannot be completed by the allotted time.
- 8.3. Referees will report players/officials when necessary and advise players and team managers of reports.

**9. Pool controllers**

- 9.1. The pool controller is assigned as a support for the referees and as such has the same authority as a referee in disciplinary matters.

## 10. Incident and injury reporting

- 10.1. Injuries are to be reported to the pool controller and the lifeguard/venue supervisor on duty as soon as possible after they occur.
- 10.2. First Aid/Treatment is to be administered by the lifeguard/venue supervisor on duty.
- 10.3. Referees are to note the incident/injury details on the game sheet
- 10.4. If any major injury occurs to a player (eg ambulance required, hospitalisation etc), that player's club is to notify WPV as soon as possible.

## 11. Infringement penalties

### 11.1. *Forfeits/Walkovers*

- (a) In the event of a Forfeit, the club awarded the match shall submit their team list within 24 hours of the scheduled match date the match would have been played.
- (b) In the event of a Walkover, the team receiving the Walkover must prove to the referees' satisfaction that their team is present and able to take to the water.
- (c) In the event of a Walkover, the team receiving the Walkover must also fill in the required team sheet and each player must sign the team sheet. These players shall be regarded as having taken part in the match.
- (d) In the event of a Forfeit and/or Walkover, the team receiving the match shall receive three (3) points and be awarded eight (8) goals to nil (0). While the team giving the Forfeit, will receive no points and be awarded nil (0) goals to eight (8).
- (e) A team giving a Forfeit and/or Walkover shall be fined \$250.00.
- (f) A team receiving the Forfeit and/or Walkover shall be credited their game fees.

### 11.2. *Disqualifications and Technical Faults:*

- (a) Any affiliated club that allows a player to play in any game where that player is:

- (i) not registered/financial with WPV;
- (ii) not permitted to play with that affiliated club; or
- (iii) under suspension;

shall be liable to:

- (iv) a fine of \$250.00; and/or
- (v) loss of all points and scores obtained in matches in which the player played and the awarding of those points to the appropriate opposing teams. Individual statistics such as goals and Best & Fairest votes will not be removed for players other than the offending player; and/or
- (vi) disqualification from the competition.

- (b) The Board may also deal with the player concerned as it sees fit.

## 12. Reports

### 12.1. Player and team officials reports

- (a) Competing players, coaches and team managers who during a match breach the rules of water polo as prescribed in WPV's Judiciary Policy will be reported and advised by the officiating referee at the conclusion of the game.
- (b) The reporting referee shall:
  - (i) note the report on the team sheet;
  - (ii) notify the team manager; and
  - (iii) complete a WPV report sheet.
- (c) WPV will follow the Judicial Policy when actioning reports.
- (d) The reported person(s) will be ineligible to return to any competition, until advised by WPV in writing.
- (e) Where a player/official is reported and subsequently suspended by the tribunal (as provided in the Judicial Policy), the suspension will commence immediately and will apply from the next official match of the competition in which the player/official was reported and the club competes.

### 12.2. Spectators:

- (a) As prescribed in WPV's Judiciary Policy, spectators can be cited for showing disrespect to an officiating referee (or official). A spectator who is deemed to be acting in a disrespectful way towards match officials will be removed from pool deck and placed on report.
- (b) The reporting referee (or official) shall:
  - (i) note the report on the team sheet;
  - (ii) notify the team manager; and
  - (iii) complete a WPV report sheet.
- (c) WPV will follow the Judicial Policy when actioning reports.

## 13. Abandoned games

13.1. If any match has been started and cannot be completed or recommenced, for reasons beyond the control of WPV and/or the affiliated club or clubs, or where a match has been cancelled at the direction of the officiating referee, the following procedures shall apply:

- (a) If a game is concluded prior to half time and the match cannot proceed within the scheduled time, the teams shall depart the pool and the match will be declared a draw. Each team will be awarded two (2) points and the scores of the teams will be eight (8) all.
- (b) If a game has progressed beyond half time and is unable to proceed with the scheduled time for the match, the teams will depart the arena and the scores of the clubs at the time the match was interrupted shall be deemed to be final scores of the match and shall be used to calculate percentages. The team with the highest score will be declared the winner and awarded four premiership points.
- (c) In either of the above circumstances, goals scored during the time played will still be allocated to the respective players. Best & Fairest votes will be given if play had

commenced.

- (d) If a game hasn't commenced and the game has been abandoned neither team will be required to pay their match fees at the discretion of WPV. The result of the game will be eight (8) all.

#### 14. Competition ladders and finals structure

14.1. The method of determining the participants in the finals for each grade shall be as follows:

- (a) Teams shall be awarded points depending on the results of their matches and they shall be ranked according to the number of points they have been awarded.
- (b) Three (3) points shall be awarded for a win.
- (c) Two (2) points shall be awarded for a drawn match to each team.
- (d) One (1) point shall be awarded for a loss.
- (e) No points shall be awarded to a team which gives a Walkover or a Forfeit, which is disqualified or who has a bye.
- (f) Any team that is deemed unfinancial, will not earn competition points.

14.2. In the event of teams scoring the same number of points, the position of the teams on the ladder shall be calculated as follows:

- (a) The number of goals awarded against the team shall be deducted from the number of goals awarded to the team (**Goal Difference**).
- (b) The team with the larger Goal Difference shall finish higher on the ladder.
- (c) If the teams have an equal Goal Difference, the team that was awarded the most wins in matches between the two sides during the competition shall take the higher place on the ladder.
- (d) In the event that the teams are still equal, the team that was awarded the most goals in their matches against each other shall finish higher on the ladder.
- (e) In the event that the teams are still equal, the scores of the teams concerned in their matches against each other shall be added together and the team with the higher percentage in these games shall take the higher position on the ladder.
- (f) In the event that the teams are still equal, the team that has been awarded the most goals over the entire competition shall take the higher position on the ladder.
- (g) In the event that the teams are still equal, the Competition Manager shall arrange a play-off match with the winner taking the higher position on the ladder.

14.3. If a competition has an uneven number of byes per team then match ratio will determine ladder positions.

- (a) Match Ratio is number of games won divided by the number of games played which essentially gives the team a winning percentage.
- (b) Eg Team A - Played 10 games won 5 – 50% Match Ratio, Team B - Played 9 games won 5 – 55.55% Match Ratio.
  - (i) This circumstance Team B sits above team A on the ladder.

14.4. The method of determining the premier team in each grade for each competition shall be as follows:

- (a) Summer competitions:
  - (i) State league competitions
    - (a) There will be two semi-finals
      - (i) teams placed first and second on the ladder shall play in the first semi-final (**Major Semi-Final**); and
      - (ii) teams placed third and fourth on the ladder shall play in the second semi-final (**Minor Semi-Final**).
    - (b) The winner of the Major Semi-Final shall proceed to the grand final and the loser shall proceed to the preliminary final.
    - (c) The winner of the Minor Semi-Final shall proceed to the preliminary final and the loser shall be eliminated and take fourth place in the grade.
    - (d) The winner of the preliminary final shall proceed to the grand final. The loser shall be eliminated and take third place in the grade.
    - (e) The winner of the grand final shall be declared the premier team in the grade and the loser shall take second place in the grade.
  - (ii) Sub-junior competitions:
    - (a) The teams placed first and fourth on the ladder shall play in the Major Semi-Final.
    - (b) The teams placed second and third on the ladder shall play in the Minor Semi-Final.
    - (c) The losers from the Semi-Finals shall play for Bronze to determine 3<sup>rd</sup> and 4<sup>th</sup> place.
    - (d) The winners of the Semi-Finals will proceed to the Grand Final.
- (b) Winter competitions:
  - (i) The teams placed first and second on the ladder shall play in the grand final for all competitions.

## 15. Player Awards

15.1. The following shall be player awards for each grade in summer state league competitions.

- (a) Best player (**MVP**)
  - (i) The referees shall award votes for rostered matches on the basis of three (3) votes for the best player in the match, two (2) votes for the second-best player, and one (1) vote for the third best player.
  - (ii) Any player who is suspended in the season is ineligible to win the Best Player Award.
  - (iii) Votes shall not be awarded to players who have not signed the game book for the relevant game or who are deemed to have broken the By-Laws.

- (b) **Highest Goal Scorer**

- (i) Highest Goal Scorer is awarded to the player who has scored the most goals in the competition during the fixtured rounds

15.2. The following shall be player awards for Summer State League 1 competitions only

**(a) Coach’s player of the year**

- (i) Coaches are required to provide 4, 3, 2, and 1 votes for the four best players in the pool. Votes should be given regardless to which team a player represents, allowing a coach to cast votes for opposition players as well as their own.
- (ii) Votes are to be submitted by 5pm on the day following each game via an online form, provided by the WPV.

**(b) Team of the year**

- (i) Coaches/Captains will be asked to select a team of the year towards the end of the fixtured games.
- (ii) All seven spots on the team must be filled.
- (iii) Coaches/Captains will only be permitted to select a maximum of three players from their own team.
- (iv) A team of seven players, with three substitute players will be selected.

**(c) Best goalkeeper**

- (i) Best goalkeeper will be determined utilising the following factors:
  - (a) MVP votes;
  - (b) Coach’s votes; and
  - (c) Team of the year votes.

**16. Fines**

16.1. All Fines are additional to any other costs paid by the club

**17. Changes to the By-Laws**

17.1. WPV may vary these By-Laws at any time.

17.2. Any circumstance not covered by these By-Laws may be adjudicated by the Competitions Manager and/or the Chief Executive Officer in consultation with the WPV Board.

**18. Review history**

Version	Date Reviewed	Date Endorsed	Reviewed By
November 2011	November 2011	November 2011	WPV Board
Summer 2022	July 2022	September 2022	WPV Board and Clubs