



Terms and Conditions

Terms and Conditions for Otago Water Polo Club

Approval This policy has been reviewed and approved by Otago Water Polo Club committee on the date stated in the table below.

The record of this will be formalised in the meeting minutes and filed with the original signed document of the approved policy. Any subsequent revisions will be recorded in the same manner.

- On approval, the Chair of the Committee will initial each page and fill in the date approved on the original a copy.
- A copy digital version of this document will be posted on the club's website so that all visitors, members and/or contractors can access this.

VERSION NUMBER	REASON FOR REVISION	DATE APPROVED
001-001	INITIAL VERSION	22/04/2025

Definitions

A Member shall include any financial or non-financial club or club member whether active or social, life member, or contractor.

An Administrator shall include any person who is in an elected or appointed administrative capacity, whether paid or a volunteer.

An Associate shall include any person so determined by the club committee.

A Committee member includes all persons who volunteered to be on the club committee.

Officer includes roles elected at the Annual General Meeting: Chair, Treasurer, and Secretary.

Explanatory Foreword

Otago Water Polo Club prides itself on being professional; respectfully engaging with others and our family focus. As such we have expectations of all members and their families as representatives of our club whose behaviour at games, leagues and tournaments has a direct impact on our reputation whether you are a parent, player, manager, sibling or coach.

This policy outlines expectations of our members, associates and families. These Terms and Conditions apply to all club training sessions and while representing the club at any tournament / game at home or away.

When you complete your annual registration form, you acknowledge that you have read and agree to abide by this document. Any complaints against a club member, associate or family resulting from breaches of these Terms and Conditions should be submitted in writing to admin@otagowaterpolo.com within 48 hours of the incident.

The purpose of these Terms and Conditions are to ensure the fair and ethical treatment of all persons and groups (not limited to but including: players, officials, coaches, managers, parents and others that come to be a part of or interact with Otago Water Polo Club. Particular sections of the Ts & Cs may be more applicable to certain persons and groups than others.

The following Terms and Conditions apply to all Otago Water Polo Club members and persons participating in activities that represent Otago Water Polo Club, including, but not limited to, those defined above.

All such persons will agree to abide by Otago Water Polo Club Terms and Conditions and acknowledge that any breach of the Terms and Conditions, or any part of it, may result in disciplinary action under Otago Polo Club constitution, regulations and policies.

Terms and Conditions

As an Otago Water Polo Club member and/or participant you should meet the following requirements with regard to your conduct during any activity associated to Otago Water Polo Club:

- Respect the rights, dignity and worth of others.
- Be fair, considerate and honest in all dealings with others.
- Be professional in, and accept responsibility for, your actions.
- Make a commitment to providing quality service and performance.
- Be aware of, and maintain, an uncompromising adherence to standards, rules, regulations and policies.
- Operate within the constitution, regulations, policies and procedures of Otago Water Polo Club, Moana Pool and Dunedin City Council, New Zealand Water Polo and FINA.
- Understand the possible consequences of breaching Otago Water Polo Club Code of Conduct.
- Immediately report any breaches of this Code of Conduct by Otago Water Polo Club members to an officer of the Committee
- Comply with any and all applicable national or local legislation.
- Refrain from any form of abuse towards others.
- Refrain from using any obscene language.
- Refrain from any form of harassment towards others.
- Refrain from any form of discrimination towards others.

- Refrain from any form of victimisation towards others.
- Reject corruption, drugs, racism, violence and other dangers to our sport.
- Promote the interests of water polo.
- Provide a safe environment for the conduct of activity in accordance with relevant Otago Water Polo Club Health and Safety policy.
- Show concern and caution towards others who may be sick or injured.
- Be a positive role model.
- Do not provide comment to any media, or publish any comment (including on any website), on behalf of Otago Water Polo Club.
- Do not speak to any media in a negative way, or publish any negative comment (including on any website) regarding Otago Water Polo Club.
- Never act in any way that may bring disrepute to Otago Water Polo Club members, its stakeholders and/or its sponsors, potential sponsors and/or partners.
- Do not participate (or benefit from assisting others involved) in sports betting or gambling activity associated with water polo matches and/or water polo results in which you are participating or have been directly involved in.

Otago Water Polo Club expects all its members, supporters, advisors, staff and associates to abide by this Code of Conduct such as to uphold the principles and values of the organisation.

Team Manager

- Be responsible for the overall welfare and wellbeing of team members and officials when travelling with a team.
- Maintain a 'duty of care' towards team members and be accountable for the management of the team.
- Have a sound working knowledge of regulations and policies, and ensure that the conduct of the affairs of the team is in accordance with these and or any other policies and guidelines approved by Otago Water Polo Club.
- Respect and support team coach's decisions.
- Foster a collaborative approach to the management of the team.
- Behave responsibly at all times and exercise good judgement in the interest of the players.
- Insist that the players in my team play within the rules at all times and encourage and reward fair play and sportsmanship.
- Respect and acknowledge the efforts of my team members and our opponents regardless of whether they win or lose.

- At away events I will:
 - o Ensure an appropriate level of supervision for players – a minimum of 2 adults (persons aged over 21 years) to travel with the team
 - o Set curfews in consultation with the coach and ensure the curfew is enforced
 - o Coordinate with the coach the schedule for the team for the reporting times to pools, designated rest times and any leisure activities
 - o Ensure healthy foods are made available to players as needed and coordinate group meals for the team
 - o Remain with the player where a player needs to stay behind for medical or other reasons
 - o Monitor the access of other people to the team accommodation, including friends and family members. Ensure that only those that have been approved and Police vetted by the club stay within the teams' accommodation.

Referees, pool control, officials

- Officiate matches in a fair, safe manner that ensures spectator enjoyment and player safety.
- Know the laws of the game and their interpretations thoroughly.
- Condemn unsporting behaviour and promote respect for all opponents.
- Be a good sport.
- Keep up to date with the latest best practices in officiating.
- Give all people a 'fair go' regardless of their gender, ability, cultural background or religion.
- Maintain physical fitness for peak performance.
- Keep all appointments assigned to and accepted by them.
- Conduct themselves in a way that is ethically and morally beyond reproach.
- Support fellow officials.
- Grant players, coaches and managers dignity and self-respect.

Member, Committee member, Administrator, Associate

- Encourage Otago Water Polo Club members and spectators (as appropriate) to abide by the Code of Conduct and take reasonable steps to ensure such compliance.
- Be fair, considerate and honest with others.
- Be professional in all actions.
- Ensure language, presentation, manner and punctuality reflect high standards.
- Resolve conflicts fairly and promptly according to relevant policy and procedures.
- Maintain strict impartiality.
- Maintain a safe environment for others.

Coach

Respect the rights, dignity and worth of every individual player as a human being and:

- Treat everyone equally regardless of gender, ability, ethnicity or religion.
- Respect the talent, developmental stage and goals of each player in order to help each player reach their full potential.
- Maintain high standards of integrity.
- Operate within the rules of water polo and in the spirit of fair play, while encouraging players to do the same.
- Advocate a sporting environment free of drugs and other performance enhancing substances within the guidelines of New Zealand Water Polo and the New Zealand Sports Drug Agency.
- Not disclose any confidential information relating to players without written prior consent.

Be a positive role model for the sport and the players and act in a way that projects a positive image of coaching:

- Provide all players with the equal attention and opportunities they deserve.
- Ensure the time spent with their player(s) is a positive experience.
- Be fair, considerate and honest with players.
- Refrain from smoking, drinking alcohol and engaging in poor lifestyle choices around players under the age of 18 and when away on tournaments.

Show professional responsibility:

- Display high standards in language, manner, punctuality, preparation and presentation.
- Display control, courtesy, respect, honesty, dignity and professionalism to all involved within the sphere of sport - this includes opponents, coaches, officials, administrators, the media, parents and spectators.
- Encourage their players to demonstrate the same qualities.
- Be professional and accept responsibility for their actions.
- Refrain from initiating a relationship with a player and also discourage any attempt by a player to initiate a sexual relationship with them, explaining the ethical basis of the refusal.
- Accurately represent personal coaching qualifications, experience, competence and affiliations.
- Refrain from criticism of other coaches

Make a commitment to providing a quality service to their players:

- Seek continual improvement through ongoing coach education and other personal and professional development opportunities.
- Provide players with planned and structured training programmes appropriate to their needs and goals.
- Seek advice and assistance from professionals when additional expertise is required.
- Maintain appropriate records.

Provide a safe environment for training and competition:

- Adopt appropriate risk management strategies to ensure that the training and/or competition environment is safe.
- Ensure equipment and facilities meet safety standards.
- Ensure equipment, rules, training and the environment are appropriate for the age, physical and emotional maturity, experience and ability of the players.
- Show concern and caution toward sick and injured players.

- Allow further participation in training and competition only when appropriate. This may include inviting appropriately skilled younger players to play up an age group for specific purposes.
- Encourage and assist players to seek medical advice when required.
- Provide a modified training programme where appropriate. Maintain the same interest and support toward sick and injured players.

Protect players from any form of personal abuse:

- Refrain from any form of verbal, physical and emotional abuse towards players.
- Refrain from any form of sexual and racial harassment, racial vilification and harassment on the grounds of ability.
- Ensure that any physical contact with players is appropriate to the situation and necessary for the player's skill development.
- Be alert to any forms of abuse directed towards players from other sources while in their care.

Player

- Play to win but play fair.
- Never argue with or verbally abuse a referee or an official
- Accept defeat with dignity.
- Conduct themselves in a sportsman-like manner and respect fellow players, coaches, managers and officials and the achievement of opponents.
- Refrain from bullying or taking an unfair advantage of another competitor.
- Cooperate with their coach, manager, team mates and opponents.
- Learn the rules of water polo and play by the rules at all times.
- Play for the benefit of the team and the club
- Attend all trainings and games. When this is not possible tell your team manager
- Train and play within your age group, unless invited by the coach of the age group above. This may be to increase numbers, for skill or to fulfil a specific request by the coach, with the intention of representing Otago Water Polo at external camps and competitions and this remains at the coach discretion.
- Players will not be considered to play at higher age groups if they are not competing within their own age group.
- Recognise the efforts of your team members, and your opponents
- Support and respect the position and responsibility of your captain and vice-captain

- If watching a game, or whilst being a reserve, only make positive comments from the poolside
- Understand that not every player gets equal playing time in competitions due to skill level and this is at the discretion of the coach
- Listen to and follow your coaches, managers and captains instructions to the best of your ability
- Pool time is often related to fitness, so it is expected that you will take personal responsibility for your level of fitness
- Control your temper and never take the law into your own hands.
- At the end of each game cheer, shake hands and thank the opposition and referees
- Be positive - enjoy being part of a team and enjoy the game of water polo
- Understand that, regardless of your ability, if you, without reason, do not meet the expectations of the club, coach and manager due to any of the above, your position in the team will be reviewed.

Parent/Guardian

- Agree to abide by the Code of Conduct.
- Encourage their child to uphold the Code of Conduct at all times
- Remember that children participate in sport for their enjoyment, not that of their parents.
- Encourage children to participate and not force them.
- Focus on the child's efforts and performance rather than winning or losing.
- Encourage children to always compete according to the rules and to settle disagreements without resorting to hostility or violence.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Remember that children learn best by example.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Support decisions made by the coaches and managers.
- Respect officials' decisions and teach children to do likewise.
- Show appreciation for coaches, officials and administrators.
- Ensure that you have a positive attitude whilst watching games and do not put players down

- Show appreciation to the volunteers who give up their time to the game of water polo and make the opportunities available to your child
- Ensure all water polo fees are paid on time. Where cases of financial hardship exist, the Age Group Coordinator should be approached
- Ensure that club uniform requirements are met
- Otago Water Polo Club values the support from parents and we look forward to seeing you poolside.

Consequences

Otago Water Polo Club expects all volunteers, employees, contractors, members, officials, administrators, associates, coaches, players, parents or guardians to understand the possible consequences of breaching the Terms and Conditions and ensure that they abide by them.

Any serious breaches of these Terms and Conditions, and/or Code of Conduct or persistent violations of any aspect of the Code of Conduct, by any of the above may result in any of the following being imposed:

- Loss of game time
- Suspension
- Good behaviour bond
- Fine
- Notification to New Zealand Water Polo
- Termination of membership or contract.