



EVENT SANCTIONING POLICY AND GUIDELINES

Definition of Terms

Purpose and Application

The AWPA is committed to providing quality water polo and related programs or events in a safe and fair environment for all of its members. Water polo activities and events **must be approved** by AWPA in advance (sanctioned) to ensure all of these requirements are met. When approval is granted, any AWPA member can participate with confidence that fairness and safety have been a priority of the organizer. Sanction approval comes with the added benefit of insurance for AWPA members.

This Policy applies to activities and events organized by and/or run by AWPA members/clubs for which there is an expectation of insurance coverage.

Pre-Existing Sanctions

1. For AWPA members an existing sanction exists for the following activities and events and does not require any further approval:
 - a. Club Training, Practice or Dryland Training
 - b. Participation in AWPA organized/arranged activities, tournaments, competitions, leagues and games
 - c. AWPA and Club meetings including Board of Directors, AGM, General, Special and Parent Orientations.
 - d. Scrimmages between AWPA member clubs.

Events Requiring Sanction

2. Activities not covered under paragraph 1.
 - a. Any activities that involve an interaction between AWPA members and/or non members will require a sanction including the following:
 - i. Exhibition games
 - ii. Water polo camps or clinics;
 - iii. Club sponsored/arranged tournaments
 - iv. Out of province travel for competition or training beyond **WPC** sanctioned events
 - v. Out of country travel for competition/training beyond **WPC** sanctioned events
 - vi. Other **activities, specialty training** and events not listed for which there is an expectation of insurance coverage.
 - vii. To meet facility specific requirements.

Requesting a Sanction

3. An **AWPA member** requesting a **sanction** must submit the [Sanction Request Form](#) to the AWPA office thirty (30) calendar days prior to the **activity**.

Approved: August 2020

Reviewed:



- a. A sanction request made less than thirty (30) calendar days' notice will require a written rationale for an exemption to the time limitation. The decision to accept a sanction request with less than 30 calendar days' notice will be at the sole discretion of the **AWPA office**; the decision is not eligible for appeal.
4. If a sanction request is for exhibition games, league play or a tournament, the event must also be entered into the **WPC** database and meet **WPC** guidelines.
5. A **sanction** is effective when signed by the **AWPA office**.
6. If a **sanction** request is denied, the **AWPA office** will provide a written rationale.
7. A **sanction** is not transferable.

Sanctioning Requirements

8. All requests must:
 - a. Have a signed *Sanction Request Form* from the **organizer**
 - b. Abide by AWPA rules and regulations
9. All participants including but not limited to athletes, coaches and volunteers who participate in the activity, must be registered members in good standing with the AWPA, unless deemed a guest in accordance with item 11.
10. AWPA sanctioned events must abide by the *AWPA Code of Conduct* and be in compliance with all venue policies and/or provincial laws.

Guests

11. If there is proper documentation ([which at a minimum must include a waiver form](#)), a guest experiencing/trying out water polo for no more than 14 consecutive days will be covered by the group insurance policy.

Sanction Refusals

12. The AWPA may refuse or cancel a sanction for the following reason(s), including but not limited to:
 - a. Poor prior performance of a sanctioned event, activity or competition
 - b. Failure to meet sanction conditions
 - c. Conflict with an AWPA sanctioned event
 - d. Member requesting a sanction are not able to demonstrate an ability to meet AWPA policies, safety requirements, or other factors relating to operations
 - e. Insufficient time to process a sanction request
 - f. Incomplete sanctioning request
 - g. A member not in good standing
 - h. Failure to comply with the conditions of the sanction
 - i. Any issue or matter which may affect the AWPA's ability to obtain insurance coverage
 - j. Such other matters as the AWPA may consider in preserving the reputation of the AWPA and/or reasonable safety concerns



Club Events Outside of Normal Training Activity

13. For Club activities of a social nature not involving water polo play or practice that are desirous of **insurance coverage**, written notification to the AWPA office must be made to request approval through the insurance provider. A *Sanction Request Form* is NOT required. Examples of such activities may include, but not limited to:
- a. Fundraisers
 - b. Promotions, advertising and marketing events
 - c. Other activities including, but not limited to banquets

Sanction Fee

14. Administrative fee for an event being run in Alberta will be \$100.00. There is not an administrative fee for travel outside of the province.

Violations

15. Conduct that violates this Policy may be subject to sanctions pursuant to the AWPA's *Discipline and Complaints Policy*

Fines

16. Any event that takes place without a sanction or with a sanction that is not reflective of the event could be subject to a \$250.00 fine.

¹ Includes email, fax, letter from a designated Club member