



Water Polo

ACT

COACH, REFEREE & OFFICIALS FRAMEWORK

VERSION 2 - OCTOBER 2022



Coach, Referee and Officials Framework Aim & Purpose
BRING CLARITY TO COACHES, REFEREES AND OFFICIALS

This handbook provides information and support to both current and aspiring coaches, referees and officials affiliated with Water Polo ACT (WPACT), the governing body for Water Polo in the ACT. Its main aims are to:

- Outline the education process at a National and State Level
- Referee Identification, support, grading and development pathways with the ACT
- Summarise the WPACT appointment process
- Bring transparency to referee and officials' payments for local events.



1. Overview

1.1 Objectives

- Provide equal opportunities for all Water Polo ACT members to become a coach, referee or official
- Increase coach, referee and official participation and retention

1.2 Background

Water Polo ACT is classed as a small state based on size and participation rates, however regular develops coaches, referees and officials above standard due to its high-quality mentors, access to regular and quality education opportunities and level of organisation. As an organisation WPACT aims to create equal development opportunities for coaches, referees and officials to develop and succeed through utilising it's advantages.

1.3 Summary

The Water Polo ACT Coach, Referee and Officials Framework is supported by the Water Polo ACT Development Plan (appendix 1) sets out a clear pathway for coaches, referees and officials to develop their skills on an annual basis. Coaches, referees and officials will utilise local and interstate competitions to put skills to the test and develop their level of experience through competitive game play.

1.4 Benefits

- Increased coach, referee and official base, creating more depth across ACT Water Polo
- Retain more coaches, referees and officials
- More opportunities for coaches, referees and officials
- A clear pathway for coach, referee and official progression
- Assists Club development and retention, as more incentives for coaches, referees and officials to stay involved.



2. Getting Involved

2.1 Becoming a Coach

To become a coach, contact WPACT or your local club where you will be referred onto a WPACT staff member to assess your goals and requirements to be met.

Beginner coaches will undertake a 2-hour workshop led by Water Polo Australia coach developers. This course aims to give the basic skills to begin coaching at club level and supplement the online learning resources.

Once the coaching course is completed, coaches are registered with WPACT/WPA and pre-requisites are completed, coaches will gain access to the online learning materials made available by WPA.

Coaches are also required to partake in the [SportAus Coaching Essential Skills Course](#).

2.2 Becoming a Referee

To become a coach, contact WPACT or your local club where you will be referred onto a WPACT staff member to assess your goals and requirements to be met.

Beginner coaches will undertake a 2-hour workshop led by Water Polo Australia referee developers. This course aims to give the basic skills to begin refereeing at junior competition level and supplement the online learning resources.

Once the coaching course is completed, referees are registered with WPACT/WPA and pre-requisites are completed, referees will gain access to the online learning materials made available by WPA.

At the end of the online training, refereeing assessments will need to be completed to finalise accreditation.

2.3 Pool Controllers

Pool Controllers are identified through an EOI process at the beginning of each season. Pool Controllers are required to hold a current WWVP card as well as Development Referee qualification.

Specialised training is conducted by WPACT staff to ensure Pool Controllers are adequately prepared to complete their role.

2.4 Table Officials

Table officials are identified by clubs to fill team duty roles. All table officials are required to hold a current WWVP card and ideally have completed the online table officials training.

Pool Controllers are available to assist parents getting started for the first time.



3. Levels of Development

3.1 Coaches

Coaches are split into different categories depending on the level they wish to coach at:

- Beginner Coach (Flippaball/School Programs)
- Development Coach (Junior Club Teams)
- Advanced Coach (Senior Club Teams/ACT Team Coaches)
- WPA Developer Coaches (Coach Mentors/Instructors)

Coaches ideally progress through the levels until they reach their desired level of development. Coaches with extensive playing or previous coaching experience may jump ahead based on recognition of prior learning and experience.

Clubs and WPACT manage who is appointed to what teams based on the individual situation, with formal accreditation holding weight in decision making.

3.2 Referees

Referees are split into different categories depending on the level they wish to coach at:

- Junior Referee (Junior Competition)
- Senior Referee (Senior Competition)
- Advanced Referee (State and National Events)
- WPA Developer Referees (Referee Mentors/Instructors)

Referees ideally progress through the levels until they reach their desired level of development. Referees with extensive playing or previous coaching experience may jump ahead based on recognition of prior learning and experience.

WPACT manage who is appointed to what competitions based on the individual situation, with formal accreditation holding weight in decision making.

3.2.1 Junior Referees

Junior Referees are those who are at a level where they are able to referee junior competition games within the ACT. They will be early in their referee journey and still learning the basic skills required to be a referee and how the rules should be applied.

How to identify a Junior Referee

All junior referees will be required to wear the WPACT referee shirt as well as an orange vest while refereeing. This helps to identify who junior referees are and remind coaches of the rules around communicating with junior referees. The orange vest will look like those pictured below:



What are the rules around Junior Referees?

Coaches, team officials and spectators are to refrain from communicating in any way toward junior referees during matches. If such communication occurs, the pool controller and/or referee mentor is to issue the coach or official with a yellow card for the first instance and a red card for any further communication. Spectator communication is strictly forbidden, with spectators being asked to leave immediately if they are found to be communicating with referees.

After matches, only pool controllers/referee mentors can speak with referees within 30 minutes of the match concluding. After 30 minutes, only the head coach of any team speak to the referee and then only to ask a questions about the understanding of a ruling, not to dispute the facts of a situation.

Any coach red carded by a pool controller or found to speak to a referee inappropriately after a match, will be reported to WPACT by the pool controller.

What are Water Polo ACT's responsibilities around Junior Referee development?

1. WPACT will endeavour to appoint a senior referee with a junior referee where possible.
2. Where there are two junior referees appointed to a game, a pool controller and/or referee mentor will be appointed to the game to support the referees.
3. WPACT shall display signs at competition venues that remind team officials and spectators of the rules that guide behaviour around developing referees.

What are Pool Controller's responsibilities around Junior Referee development?

1. Pool Controllers will ensure that signs at competition venues will be on display.
2. Pool Controllers will monitor the behaviour of spectators and team officials. The Pool Controller will bring WPACT rules to the attention of spectators who do not follow the rules with regards to developing referees.
3. Unless absolutely necessary, pool controllers shall refrain from giving advice to developing referees about interpretation of rules during a match. This is to ensure that the referee calls situations consistently for the duration of the match. Talking to referees on game situations between quarters can lead to referees calling the same situation differently and leave them open to criticism. It would be appropriate for Pool Controllers to discuss with referees, positioning, signalling, and whistle technique between quarters. Pool Controllers will take notes during the game and use them to guide a constructive conversation with the referees after the game.
4. Pool Controllers shall also monitor the behaviour/body language of developing referees to ensure that their behaviour reflects WPACT's values around official conduct.

What are the team's/club's responsibilities around Junior Referee development?

1. Clubs/teams understand that the protection of referees is paramount for the success of our sport.
2. Clubs/teams will ensure that all their team officials and spectators are aware of the Junior Referee rules prior to games commencing.

3.2.2 Senior Referees

Referees who are at a level where they are able to referee senior competition games within the ACT will be designated senior referees. Senior Referees are at a point where they have developed basic skills and understand of the rules and are working on applying them consistently at a range of different levels.

How to identify a Senior Referee

All senior referees are required to wear the WPACT referees shirt while refereeing. This will identify they are a WPACT referee and within our pathway. The referee's shirt is pictured below:



What are the rules around Senior Referees

Senior Referees are instructed to apply the rules as they are written around team official and spectator behaviour. THINK.ACT.PLAY behaviour standards are always in play at WPACT competitions and events. Any team official or spectator found to have breached FINA rules or the T.A.P behaviour standards will be subject to the Water Polo Sanctioning Policy.

3.2.3 Advanced Referees

Advanced referees will be identified as referees ready and willing to further their exposure as referees. Advanced referees will be given additional coaching/mentoring, be given opportunities to travel to events and be celebrated within our community.

Expressions of interest for Advanced referees will be held twice annually pre summer and winter seasons.



4. Referee Logistics

4.1 Overview

In this section, the guidelines utilised for appointing referees for the WPACT Summer and Winter Competition will be outlined. Note: the appointment procedure for events not covered in the below section are completed at the discretion of WPACT.

4.2 Appointments

Referee appointments for all WPACT matches will be the responsibility of the Head Referee or the Competitions Manager if the head referee is not available. WPACT will appoint two referees for all Junior and Senior fixtures as per the below guidelines:

Minimum WPACT Level	12U	14U	16U	2 nd Grade	Premier League
Referee 1	Junior	Junior	Junior	Senior	Senior
Referee 2	Junior	Senior	Senior	Senior	Advanced

Referee appointments will be made in 2-3 blocks via the Refbook management system.

4.3 Referee & Officials Entitlements

The below outlines referee and pool controller payments. Payments are made through the Refbook management system.

4.3.1 WPACT Summer Competition

Level	Match Rate			
	Junior Game	Social Comp	2 nd Grade	Premier League
Junior	\$10.00	\$10.00	NA	NA
Senior	\$15.00	\$15.00	\$20.00	\$25.00
Advanced	\$20.00	\$20.00	\$25.00	\$30.00

4.3.2 WPACT Winter Competition

Level	Match Rate	
	Junior Game	Senior Game
Junior	\$5.00	NA
Senior	\$10.00	\$10.00
Advanced	\$15.00	\$15.00

4.4 Uniform & Equipment

For all sanctioned fixtures, the white WPACT referee's shirt, whistle and red and yellow cards are mandatory.

The WPACT referee shirts can be organised through the WPACT office – admin@actwaterpolo.com

5. Code of Conducts

5.1 Overview

In addition to THINK.ACT.PLAY standards of behaviour, coaches, referees and officials must follow the below code of conducts during any activity sanctioned by WPACT.

5.2 Officials Code of Conduct

1. I will place the safety and welfare of my team above all else.
2. I will treat each athlete as an individual. I will respect the talent, development stage and goals of each athlete and encourage each athlete with constructive feedback. I will ensure that the time the athlete spends with me is positive. I will be fair, considerate and honest. I will be a positive role model. I will aim to maximize the participation and enjoyment of all players.
3. I will have a professional manner and accept responsibility for my actions. My language, manner, punctuality, preparation and presentation will display high standards at all times.
4. I will display control, respect, dignity and professionalism to all persons – including my team, opponents, coaches, officials, administrators, media, spectators and family members of the athletes.
5. I will respect the rights, dignity and worth of all participants without exception.
6. I will refrain from any form of personal abuse (verbal or physical) to any person.
7. I will show concern and caution to sick and injured players. I will follow the advice of a professional when determining appropriate treatment/action.
8. I will maintain professional relationships with players at all times. Any physical contact with athletes will be appropriate to the situation.
9. I will not use social media in a manner which will negatively impact another coach, player, team, official or their families. Any social media activity will comply with WPACT Social Media Guidelines. I will not engage in private messages with any individual player under the age of 18.



10. I will not drink excessive amounts of alcohol or take illicit drugs while coaching/managing. I will not arrive at a competition/training venue intoxicated or under the influence of drugs. I will not use any medication or substance on the World Anti-Doping Authority list of prohibited substances or methods. I will ensure that my players understand their responsibilities in relation to the use of drugs and alcohol.
11. I will respect all facilities, including pool venues and hotel rooms. I will not intentionally steal or damage any property. I will take care of all Water Polo equipment assigned to my team.
12. I will not participate or advocate any practices that involve game fixing.
13. I understand that any behaviour of mine that is considered to be illegal will be referred to the appropriate authorities.
14. I acknowledge that if I breach this Code of Conduct, it may result in disciplinary action, which will include the following, depending on the seriousness of the breach:
 - expulsion from coaching/managing role
 - suspension from coaching/managing role
 - being stood down for one or more games
 - if away from home, being sent home on the first available transport at your own
 - suspension or cancellation of membership to the Association.

Useful links

1. [National Water Polo Calendar](#)
2. [FINA Rule Book](#)
3. [Water Polo ACT Competition Policy](#)
4. [Water Polo Sanctioning Policy – Under Review](#)
5. [Water Polo ACT – Code of Conduct – Under Review](#)
6. [Water Polo ACT – Travel Policy – Under Review](#)
7. [Refbook Quick Start Guide](#)
8. [Water Polo Australia – Coach Education](#)
9. [Water Polo Australia – Referee Education](#)
10. [SportAus Coaching Essential Skills Course](#)
11. [FINA Open Referee Course](#)
12. [SportAus Officiating General Principles Course](#)
13. [Access Canberra - Working With Vulnerable People Information](#)

Water Polo ACT Development Plan 2022/23



Coach Development

Tiers of coaches

- Beginner Coach (Flippaball/School Programs)
- Development Coach (Junior Club Teams)
- Advanced Coach (Senior Club Teams/ACT Team Coaches)
- WPA Developer Coaches (Coach Mentors/Instructors)

Beginner Coach (Flippaball/Schools)

Coach Course

Development coaching course.

- Oct 2022
- April 2022

Led by: Ryan McDermott

Coach Mentoring Session

Mentoring session held at club training or competition day.

- 1x Term 4 2022
- 1x Term 1 2022
- IPP plan developed

Led by: Ryan McDermott

Development Coach (Club 14s/16s)

Workshop

Development workshop ran in a single workshop or series of short workshops.

- Oct 2022
- April 2022

Led by: Don Cameron and Sharyn Arnold

Coach mentoring session

Mentoring session held at club training or competition day.

- 1x Term 4
- 1x Term 1
- IPP developed

Led by: Don Cameron and Sharyn Arnold

Additional opportunities:

- NSW Country Champs

Advanced Coach (ACT Rep/Senior Club Coach)

Workshop

Development workshop ran in a single workshop or series of short workshops.

- Oct 2022
- April 2022

Led by: Don Cameron and Sharyn Arnold

Coach mentoring session

Mentoring session held at club training or competition day.

- 1x Term 4
- 1x Term 1
- IPP developed

Led by: Don Cameron and Sharyn Arnold

Additional Opportunities

Highlighted opportunities for coaches to have additional exposure to learning and development.

- NSC/Back to Polo Festival
- AYC
- NSW Senior Country Clubs
- NSW State Championships
- Women in Water Polo – Leadership Program

Additional Actions from Water Polo ACT

- Publicly recognise and profile advanced coaches

KPI's – to July 2023

- All coaches are tracked – RevSport Teams
 - o Baseline numbers recorded
- 50% of online learning completed by 75% of coaches
- Minimum 40% of coaches of each gender
- Coach Applications for ACT teams increases by 20%
- Applications for WIWP Program increases by 20%

Referee Development

Tiers of Referees

- Junior Referee (Junior Competition)
- Senior Referee (Senior Competition)
- Advanced Referee (State and National Events)
- WPA Developer Referees (Referee Mentors/Instructors)

Junior Referee (Schools/Junior Competition)

Referee Course

Junior Referee Course

- Oct 2022
- April 2022

Led by: Don Cameron and Charles Dane

Referee Assessments

In-game referee assessment using WPACT matrix.

- 4x Term 4 2022
- 4x Term 1 2022

Led by: Ryan McDermott/Pool Controllers

Senior Referee (Junior and Senior Competition)

Resources

- Bi-weekly resource added to refbook

Led by: Don Cameron and Scott Schweickle

Referee Assessments

In-game referee assessment using WPACT matrix.

- 4x Term 4
- 4x Term 1

Led by: Don Cameron and Pool Controllers

Additional opportunities:

- NSW Country Champs (Junior and Senior)

Advanced Referee (Attends National or State Championships)

Workshop

Development workshop ran in a single workshop or series of short workshops.

- Oct 2022
- April 2022

Led by: Don Cameron

Referee mentoring session

Mentoring session aimed at providing more in depth coaching of referees.

- 2x Term 4
- 2x Term 1
- IPP developed

Led by: Don Cameron

Complete Assessor/Presenter Course

Publicly recognise and profile referees

Additional Opportunities:

- NSC/Back to Polo Festival
- AYC
- NSW Senior Country Clubs
- NSW State Championships

KPI's – to July 2023

- All referees are tracked – Refbook
 - o Baseline numbers recorded
- 75% of all referees who start Learning Pool training complete it
- Minimum 40% of referees of each gender
- 5 referees attend NSW State Championships
- 5 referees attend National Championship (NSC or AYC) – 2 new referees
- Referee award/s added to Awards Night