



Surrey Water Polo

Recreational Surrey Orcas

&

High-Performance West Coast Warriors

Parent Handbook



Revised: 05 February 2021

Introduction

Surrey Water Polo is a non-profit, parent volunteer-run, recreational and high-performance water polo club that provides opportunities for children, youth and adults to play water polo all year round. Athletes are given the opportunity to develop all aspects of the game and are encouraged to participate in games and tournaments to compete at their ability level.

Surrey Water Polo strives to provide a program that will challenge the participants' mental and physical abilities. Water-polo provides a great opportunity to be a part of a form of physical exercise that provides great cardiovascular development and overall fitness development including endurance and stamina.

Participation will not only help to foster respect, acceptance and growth of its athletes as individuals and as team members but also strives to provide opportunities to develop important life skills such as time management, positive self-image, self-discipline, physical and mental strength as well as sportsmanship. Our goal is to provide our athletes with a positive experience that will enrich their lives and assist with the development of life-long friendships.



About Our Club

History

The Surrey Orcas Water Polo Club was established in 1999 with 26 rostered athletes. Today we have grown to just over 100 families involved in our club in our different programs throughout the year.

Club Membership

Surrey Water Polo as a member of Water Polo Canada throughout the year also may join the BCSSA (BC Summer Swimming Association) for the summer season. Surrey Water Polo is also part of the LMWPL (Lower Mainland Water Polo League).

Philosophy of Excellence

Club Philosophy

The focus of the club is to provide players with an opportunity to engage in positive physical activity, to develop proper technique, traits of good sportsmanship and team spirit while being part of a positive environment that fosters friendship building amongst its athletes. We aim to provide our athletes with exposure to a variety of experiences that are reflective of their ability level and that is conducive to providing a positive atmosphere that nurtures personal growth. With an emphasis to foster a passion for water polo and enjoyment of the sport, Surrey Water Polo creates a fun environment through which players can advance their skills to the next level. From introductory to recreational to high-performance our programs enable athletes to advance their skills learning essential life skills along the way that extend beyond the pool to their lives outside of the sport.

These skills include (but are not limited to):

- Character development
- Physical Literacy and Development
- Goal setting
- Community Building
- Sportsmanship

Vision

To be a BC Water Polo Club that provides opportunities for all players of all abilities to reach their potential and develop as well-rounded athletes.

Mission Statement

To create a safe and positive environment in which athletes pursuing the sport of water polo can develop and grow under the guidance of knowledgeable and caring coaches who strive to help each athlete meet their personal goals, nurturing the skills of teamwork, fair play and respect for all.

Goal

To develop compassionate and caring athletes who, through training and learning the sport of water polo, develop the attributes necessary to not only be successful water polo team members but also be respectful, caring and contributing members of society.



Values

Respect, cooperation, leadership and peer mentoring, positive team members, poise, resiliency, dedication, distinction, and motivation.

True Sport Principles

Surrey Water Polo follows Canada's True Sport Principles and we ask every member of the Recreational and High-Performance programs to do the same.

**TRUE
SPORT**

True Sport Principles

Go For It
Rise to the challenge - always strive for excellence.
Discover how good you can be.

Play Fair
Play honestly - obey both the letter and spirit of the rules.
Winning is only meaningful when competition is fair.

Respect Others
Show respect for everyone involved in creating
your sporting experience, both on and off the field.
Win with dignity and lose with grace.

Keep It Fun
Find the joy of sport.
Keep a positive attitude both on and off the field.

Stay Healthy
Place physical and mental health above all other
considerations - avoid unsafe activities.
Respect your body and keep in shape.

Include Everyone
Share sport with others.
Ensure everyone has a place to play.

Give Back
Find ways to show your appreciation for the community
that supports your sport and helps make it possible.

truesport.ca



Programs Overview

Surrey Water Polo Club offers introductory, recreational and high-performance water polo programs for male and female players from 5 years to infinity! We are a community-based club that welcomes all interested participants. Surrey Water Polo offers a shallow water program for non and new swimmers, introductory sessions for elementary school gym classes, recreational and high-performance programs:

Splashball

An introductory program for non and new swimmers, practicing one time per week.

Recreational (Flippers, 11U,13U,15U and 19U)

A more advanced program for those who are comfortable swimming unassisted in deep water. These athletes practice two or three times per week and play one Lower Mainland Water Polo league and scrimmage games.

High-Performance Developmental (15U Gender-Specific Teams)

Designed for those developmental, recreational athletes looking to push their game to the next level, practicing four times per week plus BCPL league games, scrimmage games and tournaments. In addition, these teams will also compete in the provincial league, a qualifier for the Western National Championships.

High-Performance (17U and 19U Gender-Specific teams)

Geared towards experienced water polo athletes, these teams compete on a national and international level, practicing four times per week plus scrimmage games. These athletes will compete in the National Championship League with some athletes having the opportunity to earn a spot on the Youth, Junior or Canadian Senior National Team, as well as to earn scholarships to play across North America.

Adults (18+)

If you love the water this team sport is for you! Designed for mature athletes who used to play regularly or those who have always wanted to try the sport. A great opportunity to get out, meet people and have fun! Tournaments and scrimmage games are available for this age group, dependent on interest. Switch one day of your regular work out to water polo and you won't be disappointed!

School Program

With the support of the City of Surrey, this program introduces students to Water Polo in Surrey, allowing students a unique, low cost, safe opportunity to try a fun and exciting sport.

Practice Schedule & Expectations

The practice schedule is posted on our website at www.surreyorcas.com. At the beginning of each season, the practice schedule will be also posted and managed by a Team Manager through communication apps. Please be sure to watch for important communications on communication apps relating to practice schedule changes and/or cancellations.

Attendance at all practices and games is expected. Parents are expected to utilize the tools available through communication apps to ensure communications to the coaching staff regarding not attending a practice or a game is made as soon as possible, in advance of the practice or event.



Athletes are expected to arrive 10 minutes before practice starts, ready to go with a swimsuit on underneath proper exercise attire and a full water bottle.

Expectations & Requirements of Athletes

Surrey Water Polo provides a safe, rewarding and fun environment for all athletes to grow and develop as water polo athletes. In order for all participants to be able to be successful, it is important that specific guidelines described in the SWPC Code of Conduct are followed. Please review the SWPC Code of Conduct for more information.

Expectations & Requirements of Parents

Surrey Water Polo cannot function without the support and efforts of our parent community. We are appreciative of all the time and effort our parents put into making the club a successful and caring membership for our athletes.

Parental involvement is key to the successful operation of any youth organization. Parent participation in team and club events helps build cohesion within the club, is vital to the special bonds that the athletes develop and will assist in obtaining higher government gaming grant funding to partially offset the cost to run the Club.

Parents can be important role models to their children as well as other athletes by supporting their child's team, coaches, officials, and opposing teams. It is important that specific guidelines described in the SWPC Code of Conduct are followed. Please review the SWPC Code of Conduct for more information.

Fees

Please refer to Surrey Water Polo Club website <https://www.surreyorcas.com/> for the registration fee amount.

High-Performance Program Registration Fees

Registration fees cover Water Polo Canada Insurance, NCL/BCPL team registration and local games, Sunday scrimmages, training, coaching, pool costs from the beginning of September until the end of May excluding BC Statutory Holidays and Spring Break.

Recreational Program Registration Fees

Registration fees cover Water Polo Canada Insurance, Lower Mainland Water Polo League team registration and local games, Sunday scrimmages, training, coaching, pool costs from the beginning of September until the end of April excluding BC Statutory Holidays and Spring Break.

Masters (Adult) Program Registration Fees

Registration fees cover Water Polo Canada Insurance, Sunday scrimmages, training, coaching, pool costs from the beginning of September until the end of May excluding BC Statutory Holidays and Spring Break.



All local games that might be scheduled during the season are not included in the registration fee and will need to be paid separately.

Summer Program Registration Fees

On top of registration fees, the athlete is required to cover the cost of the BC Summer Swimming Association Insurance (if applicable), training, coaching, pool costs from the beginning of June until the end of August excluding BC Statutory Holidays.

Tournament Fees

Tournaments are not part of the registration fees. Tournament Fees will be determined on a case by case basis and will include coaches' fees, accommodations, travel (if applicable), tournament fee, contingencies (if applicable) etc.

Volunteering Fees

- \$200 for the period September – January
- \$200 for the period February -May

Payments

Registration fees are paid in full by credit card at the time of registration.

Two volunteering postdated cheques will have to be submitted to the Registrar or another Board member by September 15. Failure to meet these requirements may result in your athlete not being able to participate in the program until this is completed.

TOURNAMENTS

A non-refundable deposit of 50% of the anticipated tournament cost (ie: coaches fees, accommodations, tournament fee, etc.) will be required when you identify your interest in attending a tournament. Final payment for tournaments will be required prior to the tournament date. Athletes not meeting the final payment deadline will forfeit their deposit and not be permitted to attend the tournament and/or play unless an alternate payment schedule has been requested and approved by the Board.

Refunds

Registrants' quitting the team will be entitled to refund of fees limited to the following:

1. Prior to First Practice: Participants are entitled to a full refund minus a \$75.00 administration fee.
2. Within 14 days after the first practice: Participants are entitled to a full refund minus a \$75.00 administration fee and a \$50.00 withdrawal fee.
3. After the first 14 days of the start of the season: Participants are eligible for a refund only in the event of unforeseen circumstances such as a medical condition (this must be supported by a doctor's note) or relocation from the area. All refund requests must be submitted in writing to the Board. Amount of the refund will be calculated on a monthly base plus a deduction of a \$75.00 administration fee and a \$50.00



TOURNAMENTS

A non-refundable deposit of 50% of the anticipated tournament cost (ie: coaches fees, accommodations, tournament fee, etc.) will be required when you identify your interest in attending a tournament. There will be no refund on this deposit as the Club's decision to enter a team is based on the number of athletes that commit. In the event an athlete cancels prior to the tournament, their payment will be allocated towards the overall tournament cost, so the remaining athletes don't have to pay additional costs because of reduced numbers of athletes. If another player can fill your spot the Club will consider, but not guarantee, refunding 75% of this deposit.

Note: Full refunds for the deposit will be made if there is not enough interest to field a team.

Athletes Playing Up an Age Category

Coaches may ask an athlete to play up an age category. Playing up an age category is done at the discretion of the coaches and is done in the best interest of the athlete and the team involved. This athlete will be trained and or played as the coach sees fit. Where possible, coaches will attempt to utilize athletes within their own age group before moving outside of their age group.

There are a variety of conditions under which playing up an age category may occur:

1. Recreational Program

a. Ready for a Challenge

The coach may ask an athlete to practice with an older age category or to move from recreational program to high-performance program as they feel the athlete is ready for a further challenge. In this case, additional charges will apply unless there is no difference in the practice and/or game time. Please consult with the SWPC Board.

b. Shortage of Athletes for Lower Mainland League Play

- i. In this case, there would be no additional cost incurred unless the athlete chooses to continue to play with their original team and play continuously on a regular basis in games for both age groups, the Lower Mainland League Fee of \$75 would apply.
- ii. If an athlete moves up an age category and is asked to play in the lower age category on occasion as the team is short athletes in that category, there will be no additional cost. This is the same if they are asked occasionally to play up the age group.

c. Shortage of Athletes for Tournaments

The coaches may ask an athlete to play in two age categories for a tournament enabling the club to roster a team in both age categories as the team may have a limited number of athletes interested in attending the tournament. In this case, the athlete is expected to pay the fees associated for any travel costs (if applicable), and coaching costs and tournament cost for both teams.



2. High-Performance Program

BCPL athletes asked to play NCL and NCL athletes that are asked to play up an age category are expected to pay their portion of the travelling teams' costs (ie: travel, coaching, accommodations, vehicle rental, tournament costs, etc.).

NOTE: The priority will be to the athlete's original age group team in case of conflicting game times

Tournaments

The club recognizes that tournament travel is a significant cost and not all families are in a financial position to send their children to multiple tournaments. Coaches will select tournament opportunities they feel would be most beneficial and important to the team. A tournament expression of interest will go out to parents and a decision to participate or not participate will be made based on a number of athletes interested and team composition.

Parents' decision to send their child to a tournament will not guarantee the child equal playing time. Decisions regarding playtime are solely up to the coaches and are based on a variety of factors such as ability, level of competition, position, etc.

For athletes participating in the high-performance program, participation in tournaments outside the BCPL and NCL programs will be kept to a minimum to keep costs down. However, participation in extra tournaments is important to team development and relationship building and there will be an expectation to participate in some of these events. Participation in all BCPL and NCL league tournaments is mandatory unless approved by the coach.

Junior Coaches

In addition to developing our athletes as players, we also provide opportunities for interested senior players to develop their coaching skills as junior coaches and mentors to our younger players at the Splashball, Flipper and U12 programs.

All Club coaches are expected to take the Community Coaching Course and undergo a Criminal Record check that provides clearance to work with children and youth. Our coaches are expected to conduct themselves in a manner that demonstrates good leadership, role modelling and sportsmanship that is reflective of the exemplary behaviour we expect of our athletes.

Teamwear

Speedos for boys and full suits for girls are required for all practices for all programs.

1. Splashball

Recreational logo team wear (Surrey Orcas suits and t-shirts) are available for purchase and are optional.



2. Recreational Flippers (11U, 13U, 17U and 19U -Regular Season)

Athletes are requested to purchase logo team wear (a Surrey Orcas suit and a Surrey Orcas t-shirt) to be worn at all games. Surrey Orcas hoodies are also available and are optional.

3. High-Performance (15U, 17U and 19U)

Athletes are required to purchase logo team wear (a West Coast Warriors suit and a West Coast Warriors t-shirt) to be worn at all games. West Coast Warriors hoodies and robes are also available and are optional. Black athletic pants are also required for all league games.

4. Adults (18+)

West Coast Warriors logo team wear is available for purchase and is optional.

Power Up (Sport Team Management)

Power Up (free app) is mandatory to all registrants. Power Up is the main communication tool for ALL teams. Athletes and/or parents will be asked to complete the Player Profile section to include their primary phone number, secondary contact number and athlete's address (to assist with the organizing of rides if needed).

All team-specific information will be communicated and posted on Power Up. Team Managers will post all practices and games at the beginning of the season or as soon as schedules become available. Players/Parents will be required to update the player's availability on a regular basis. Athlete availability for games must be completed as soon as availability is known or at a minimum of 3 days before a game. If an athlete's availability is not completed at this time the Team Manager will contact the player/parent to ensure they do so.

Power Up is a very effective tool and can cut down on unnecessary emails when used properly. Surrey Water Polo expects all members to make a concerted effort to use Power Up effectively.

Volunteer Expectations

Surrey Water Polo and all its programs are run by volunteers and rely on these volunteers to give the players the best experience possible. Volunteers are required to assist in a variety of different areas. For more information please refer below to the Attachment 1 - Surrey Water Polo Volunteer Positions and Descriptions

Each family is required to volunteer throughout the season. Reaching the required number of points is easily achievable. The Surrey Water Polo parent volunteer commitment is a required minimum of 100 points for the fall portion of the program (September-January) and 100 points for the winter/spring portion of the program (February-May).

Points can be also earned for any tournaments or league games organized by the Surrey Water Polo Club (regardless of your athlete's age group).

Volunteer points are collected and recorded by the family member throughout the season and verified by a Board member or coach. At the end of each portion (fall and winter/spring), volunteer forms are to be



submitted to the Team Manager and then to the Treasurer. Those families meeting the minimum volunteer requirements will have their volunteer fees returned or applied as a credit for next season.

NOTE: Volunteering excludes Splashball and Adults programs. Volunteer requirements may be completed by parents, guardians and athletes age 16 years and older at the time of the event and must be verified by the team manager, coach or any member of the Board at the time of the volunteering event or the volunteer time will not be credited

Please submit your nomination for the volunteering position to the Team Manager or Board

Concussion Management

In the best interest of the player and prevention from further injury or lifelong injury will be of the utmost importance and thus we will be on the side of caution. We will as a club follow the concussion protocol set out by Water Polo Canada (www.waterpolo.ca - Concussion Protocol). Pocket Concussion Recognition Tool can be downloaded from our website.



Attachment 1

Surrey Water Polo Volunteer Positions and Descriptions



Volunteer Points Program

****100 points including 20 tournament points/session required to fulfil volunteer requirements****

BOARD POSITIONS

- President 100 points
- Vice-President 100 points
- Past President 100 points
- Treasurer 100 points
- Registrar 100 points
- Secretary 100 points
- Member at Large 100 points

TEAM MANAGER POSITIONS

- 11U Rec Team Manager 100 points
- 13U Rec Team Manager 100 points
- Youth (16U/18U) Rec Team Manager 100 points
- 15U BCPL 100 points
- 17U NCL 100 points
- 19U NCL 100 points

OTHER POSITIONS

- BCPL/NCL Travel Coordinator (Girls) 100 points
- BCPL/NCL Travel Coordinator (Boys) 100 points
- Equipment Coordinator 100 points
- School Program Coordinator 100 points
- Referee Coordinator 100 points
- Social Media Coordinator 100 points
- Team Wear Coordinator (Orcas and Warriors) 100 points
- Website Manager 100 points
- Pool Coordinator 100 points

GAMES/TOURNAMENTS HELPERS

- Minor officials training course:
 - Secretary (aka score keeper) 20 points
 - Time clock 20 points
- Assisting at Minor Official table 20 points/game
- Assisting with set up prior to a game 25 points/game
- Assisting with take down after a game 20 points/game
- Assisting with tournament duties 20 points/1 hour



Volunteer Position Brief Descriptions

BOARD POSITIONS

President

- first in command in the club
- responsible for the day to day, the overall operation of the Surrey Water Polo Club
- attends all meetings to do with the club or appoints a designate
- responds to other clubs' inquiries/complaints
- responds to parent inquiries/complaints
- oversees coaching staff providing direction as required
- approves expenses along with the Treasurer

Vice-President

- second in command on the Board, aiding the President in his/her duties
- may perform duties as acting president when the president is unavailable
- creates or deletes pool time at the direction of the club president and the head coach
- routinely reviews the pool contract working closely with the pool contact and the head coach to ensure the club only pays for pool time used

Past President

- mentors and serves as a resource to the President and the Board as a whole
- assists the President as required
- may perform duties as acting president when the vice-president and president are unavailable

Treasurer

- responsible for all monies coming into and out of the club, maintaining accurate financial records throughout the year
- responsible for the creation and monitoring of the club's budget and any other financial transactions (i.e.: athlete registration, tax receipts, etc.)

Registrar

- responsible for the proper registration of all athletes within the club
- responsible for registering and rostering of athletes in the Water Polo Canada registration system

Secretary

- maintains all records, files and details that are important for the past, present and future operation of the club
- records minutes of all club meetings

Member at Large

- serves the board's strategic needs as determined by the president
- responsible for projects (short or long-term) during their elected term
- serves as liaison to the general membership



TEAM MANAGERS

Team Manager (Development) - 11U, 13U and Youth

- requires active involvement with the team parents serving as an ambassador for their team both within and outside of our club
- responsible for concise, accurate and timely communication (verbal and/or email) of team information to all team members and from parents/team members back to the Board– attention to detail is a must
- group fundraising activities
- social activities
- practices
- weekly game reminder emails
- scheduling team parents for minor officiating at games and tournaments for your team's game times
- actively works with the team parents to ensure an adequate number of parents attend and receive minor officials training
- responsible for ensuring two minor officials are assigned for all away and home games

Team Manager (High-Performance) - 15U BCPL, 17U NCL, 19U NCL

- requires active involvement with the team parents serving as an ambassador for their team both within and outside of our club
- responsible for concise, accurate and timely communication (verbal and/or Power Up) of team information to all team members and from parents/team members back to the Board– attention to detail is a must
- group fundraising activities
- social activities
- practices
- weekly game reminders
- scheduling team parents for minor officiating at games and tournaments for your team's game times
- responsible for ensuring the appropriate number of volunteers for BCPL/NCL home-hosted games
- orientate chaperone as necessary

OTHER POSITIONS

BCPL/NCL Travel Coordinators

- responsible for arranging for travel including, but not limited to flights, accommodations, car rentals, etc. for out of town travel

Equipment Manager

- responsible for cleaning up the storage room periodically (i.e.: remove garbage, sort and tidy up equipment) at both GRC and SSLC
- full inventory counts once per year or as needed
- track items in a spreadsheet maintained as new items are brought in and old items expire or get leant out/go missing
- work with the Treasurer to establish inventory values and costs of items that may go missing
- liaise with the Head Coaches for equipment requirements, source and order equipment.

High School Tournament Team Coordinator (Spring)



- works closely with our head coach and the high school water polo program teacher liaison(s) to ensure club requirements and procedures are clearly communicated
- responsible for ensuring proper registration and fee collection for all high school students

Referee Coordinator

- responsible for ensuring referees are assigned for all home games
- responsible for ensuring the referees are paid at the time of the home event

Social Committee Coordinator

- identifies and arranges age-appropriate team-building social events for the athletes (i.e.: bowling, laser tag, etc.) on at least a bi-monthly basis
- works closely with the communications coordinator and website manager to ensure social engagements are communicated clearly and timely to the athletes

Social Media Coordinator

- responsible for the overall design, content and maintenance of the club's social media page
- processes friend requests

Team Wear Coordinator

- responsible for the promotion and ordering of club clothing
- responsible for working with the supplier and arranging/monitoring delivery deadlines

Website Manager

- works closely with the Board and club liaisons and coordinators to ensure accurate, complete and timely communication of club information to club members
- publicizes club activities through the club website

Pool Coordinator

- works closely with the Board to ensure accurate, complete and timely management of the pool contracts and subsequent amendments (additional booking or cancellation of the pool time necessary for the programs)
- Review and verify monthly billing for pool time
- Coordinate monthly payments between the Board and pools