

# Entry Pack

## Swim England Water Polo National Age Group Championships (U17/U19) 2022

7-8 May | Liverpool Aquatics Centre



Funding Partner

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## INTRODUCTION

This document contains the required information needed to enter Swim England Water Polo National Age Group Championships (U17/U19) 2022.

Please ensure you read this document carefully as some information may be new to you. All entries must be made online, including payment. Details on how to enter online are included in this document.



## CONTACTS

Swim England	Venue
Email: <a href="mailto:nationalevents@swimming.org">nationalevents@swimming.org</a>	<b>Liverpool Aquatics Centre</b> 85 Wellington Road Liverpool L15 4LE  <a href="#">Website</a> Tel: 0151 233 8848
Event Website	
<a href="#">Swim England Water Polo National Age Group Championships (U17/U19) 2022</a>	



## KEY DATES

Team Entries OPEN	12 noon, <b>Wednesday 16 February 2022</b>
Payments for Team Entries OPEN	12 noon, <b>Wednesday 9 March 2022</b>
Payments and Team Entries CLOSE*	12 noon, <b>Wednesday 16 March 2022</b>
<i>*No more players can be added to the competition</i>	
Player Declaration for Early Round weekend 1	8pm, <b>Friday 8 April 2022</b>
Early Round weekend 1	<b>Saturday 9 – Sunday 10 April 2022</b>
Player Declaration for Early Round weekend 2	8pm, <b>Friday 22 April 2022</b>
Early Round weekend 2	<b>Saturday 23 – Sunday 24 April 2022</b>
Player Selection Deadline for Finals weekend Accreditation	12 noon, <b>Friday 29 April 2022</b>
Player Declaration for Finals weekend	8pm, <b>Friday 6 May 2022</b>
Finals weekend	<b>Saturday 7 May 2022</b> <b>Sunday 8 May 2022</b>

**\*Please Note: Entries may close sooner than the advertised closing date if maximum capacities are reached.**



## COVID-19

The safety of all those attending the Championships is of paramount importance. Swim England will plan, deliver and manage the event in accordance with the national government guidelines, which are subject to change.

### Please Note:

- Information provided in this Entry Pack is subject to change.
- Further information on any possible Covid-19 measures and any guidance will be provided to all entrants closer to the Championships. It may be necessary for all those due to attend the event to provide a negative lateral flow test results or other evidence to facilitate entry into the venue.
- In such circumstances where the Championships has to be cancelled, all event entry fees will be refunded. However, no other incurred expenditure in relation to event attendance will be reimbursed (see point 16 of the Event Conditions, page 15). All those wishing to enter the event, and are arranging travel and accommodation, should aim to book these on a refundable basis.



## PRIVACY POLICY AND PHOTOGRAPHY CONSENT

All individuals attending Swim England events are asked to complete the photo consent form below, prior to attending the event:

### PHOTOGRAPHY CONSENT FORM

To view further details about how Swim England manages your data, download [Swim England's Privacy Policy](#).



## TRAVEL INSURANCE

Affiliated clubs and members thereof have the benefit of third party and personal accident insurance effected by Swim England. However, this does not include travel insurance for trips in the UK or abroad, in particular there is no cover for travel or accommodation costs for the cancellation of an event.

Some clubs and members may already have the benefit of their own group or personal travel insurance. For those that do not have travel insurance for this event and wish to get a Sport Travel Insurance quote please click [HERE](#) or contact Howdens directly on 0121 698 8052. Alternatively, you can seek cover from another insurance provider.

## SCHEDULE\*

Early Round weekend 1		
	9 April	10 April
U19 Girls	Lancaster	Haberdashers' Aske's Boys' School
U19 Boys	Haberdashers' Aske's Boys' School	Lancaster
Early Round weekend 2		
	23 April	24 April
U17 Girls	Grantham	University of Birmingham
U17 Boys	University of Birmingham	Grantham
Finals weekend		
7 – 8 May		
Liverpool Aquatics Centre		

*\*Please Note: the schedule venue allocations are subject to change and entries received.*



## HOW TO ENTER

All clubs are asked to read the entry information below and Event Conditions (see page 11) very carefully and to resolve any membership related queries at the earliest opportunity.

All players must be Club Compete Swim England members.

Online Entry System:	<b><u>ENTER TEAM HERE</u></b>
Entry Fee per Team:	<b>£140</b>

### Entry Process

	From	Deadline
<b>Team Entries OPEN</b>	12 noon, <b>Wednesday 16 February 2022</b>	12 noon, <b>Wednesday 16 March 2022</b>
<p>Clubs are able to make initial player selections and can edit (remove/add) players throughout this stage up to the maximum of 20 players.</p> <p>Only eligible players will be displayed and available for selection (see <i>Membership, Players' Eligibility</i> and <i>Uploading Accreditation Photo</i> sections p. 7).</p> <p>There is no requirement to make payment for team entry during this stage.</p>		
<b>Payment Window and Team Entries CLOSE</b>	12 noon, <b>Wednesday 9 March 2022</b>	12 noon, <b>Wednesday 16 March 2022</b>
<p>Payment window for team entries commences.</p> <p>Clubs must submit payment in order for their team entries to be accepted into Championships in time for the closing deadline of 12 noon, Wednesday 16 March 2022.</p> <p><b>Entries may close sooner than the advertised closing date if maximum capacities are reached.</b></p>		



### Membership

All players must be Swim England Club Compete members to be able to compete in the Championships. Players who do not hold the correct membership category will not be available for selection within the entry system.

#### **\*PLEASE NOTE:**

If a competitor needs registering as a new *Club Compete* member or needs upgrading, and their membership needs processing (to allow them to enter the Championships) prior to the club completing their renewals batch with the Membership team, the club will need to make the necessary amendments via Online Membership System and then complete the Fast Track Membership form:

<b>Membership Check</b>	<b><u><a href="#">MEMBERSHIP CHECK</a></u></b>
<b>Online Membership System</b>	<b><u><a href="#">Online Membership System</a></u></b>
<b>Fast Track Membership Form</b> Please note, any requests to register and upgrade members will be processed weekly on a Wednesday.	<b><u><a href="#">Fast Track Membership form</a></u></b>
<b>Membership Queries:</b> All membership queries must be brought to the attention of Membership team as soon as possible to ensure these can be resolved in good time ahead of entries closing.	T: 01509 640 727 E: <u><a href="mailto:renewals@swimming.org">renewals@swimming.org</a></u>



### Players' Eligibility

- A player can only play for one club in the Championships and must be a member of that club at the time of entry and throughout the competition.
- It is the club's responsibility to check that the players being submitted as part of the team are not competing for another club during the Championships.
- The minimum age for players is 11 years at midnight on the day of the Championships.
- Only players registered for the selected club will be listed within the entry system.



### Uploading an Accreditation Photo

All players are required to upload a photo of themselves for accreditation purposes before being available for team selection.

**Photos should be uploaded via the [BIOGS PAGE](#).**

- The photo should be a clear head and shoulders shot
- Photo size width should be cropped to 200 pixels
- See [Photo Guidance Document](#) for further instructions

If the photo is deemed to be unsuitable (either on the grounds of poor quality or wrong identity) entry into the event may not be permitted.

See *Accreditation* section, p.9, for further information on Accreditation process.

### Confirmed Entries

Once payment window has closed, all successful entries can be viewed online:

All confirmed entries can be viewed online:

**[CONFIRMED ENTRIES](#)**



## PLAYER DECLARATIONS

**PLEASE NOTE:** Player declarations will need to be submitted in line with the following deadlines and using the online facility which will be confirmed once entries have closed:

<b>Player Declaration for Early Round weekend 1</b>	<b>8pm, Friday 8 April 2022</b>
*Up to 13 players maximum to be declared via the online facility from the main team list submitted at the time of entry (from a list of 20 maximum).	
<b>Early Round weekend 1</b>	<b>Saturday 9 – Sunday 10 April 2022</b>

<b>Player Declaration for Early Round weekend 2</b>	<b>8pm, Friday 22 April 2022</b>
*Up to 13 players maximum to be declared via the online facility from the main team list submitted at the time of entry (from a list of 20 maximum).	
<b>Early Round weekend 2</b>	<b>Saturday 23 – Sunday 24 April 2022</b>

<b>Player Selection Deadline for Finals weekend Accreditation</b>	From 12 noon, Monday 25 April Until 12 noon, <b>Friday 29 April 2022</b>
Clubs with teams progressing to the Finals weekend will need to select <b>up to 15 players maximum</b> (from a list of 20 maximum) by the selection deadline. After this, accreditation passes for those players will be emailed to the main Team contact ahead of the Finals weekend.	
<b>Player Declaration for Finals weekend</b>	<b>8pm, Friday 6 May 2022</b>
*Up to 13 players maximum to be declared via the online facility from the list of players selected for accreditation (from a list of 15 maximum).	
<b>Finals weekend</b>	<b>Saturday 7 May 2022 Sunday 8 May 2022</b>

**\*Goal Keeper (GK) Rule Clarification:** Please consider when submitting the Player declaration list:

- Teams can name up to 13 players, one of whom must be the goalkeeper
- If the named GK is injured, any of the other 12 can go in goal
- The red number 13 should be used for the second choice GK, but can also play outfield.
- The second choice GK should wear red 13 when playing in goal and white/blue 13 when playing outfield.





## ACCREDITATION – Finals Weekend

Accreditation will be required for the **Finals weekend** on **7 – 8 May 2022** in Liverpool.

Accreditation must be worn at all times inside the venue within accredited areas. Accreditation will be issued on an individual and event basis, and is non-transferrable.

### Players' Accreditation

- All players are required to have a photo for accreditation purposes (see *Uploading an Accreditation Photo* section, p. 7) in order to be available for team selection within the online entry system.
- During the Championships accreditation must be worn at all times inside the venue within accredited areas. Accreditation will be issued on an individual basis and is non-transferrable.
- Clubs may declare **up to 15 players maximum** by the closing deadline of 12 noon, Friday 29 April. All clubs will then be sent their competitor accreditations onto the email address provided at the time of entry ahead of the event.
- Accreditations are to be printed for all individual players in advance and brought to the event.

### Coaches, Team Managers and Chaperones Accreditation

<b>Poolside Accreditation Pass Charge</b>	<b>£10</b>
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- Coaches, team managers and chaperones requiring access to poolside must purchase a Poolside Accreditation pass in advance of the event and must fulfil the following criteria, as required by their role, when applying for a pass to attend any Swim England National events:

1. **DBS:** valid Disclosure and Barring Service check (DBS)
2. **Minimum Qualification/Requirements (specific to the role):**
  - a. Coaches – Coaching Qualification/Certificate Level 1
  - b. Team Manager – Team Manager Training Module 1 Certificate
  - c. Chaperone – Club authorisation to be acting in loco parentis on behalf of the Club
3. **Safeguarding Certificate:** valid Safeguarding certificate updated and recorded with Swim England Membership Department.

<b>Further Information and How to Guide:</b>	<a href="#"><b>Accreditation Information and Support</b></a>
<b>Apply for Accreditation:</b>	<a href="#"><b>Apply for Accreditation</b></a>

### Lost or Forgotten Accreditation Passes

A £10 charge will be applied on all lost or forgotten passes if a swimmer arrives at the event without their accreditation.

Accreditation checks will be carried out at the event and entry into the event may be denied without the accreditation pass.



## **ORDER OF PLAY**

The order of play will be confirmed and circulated to the teams following the close of entries.



## **GENERAL INFORMATION**

All updates, event information and results will be uploaded to the [Swim England Water Polo Hub](#).



## **Spectators Tickets**

Spectator tickets information for the Finals weekend in Liverpool will be published after **16 March 2022**.



## CONDITIONS

Swim England Water Polo National Age Group Championships (U17 & U19) (“Championships”) shall be competed for under Swim England Regulations and Technical Rules.

Swim England reserves full powers over the Championships, including but not limited to cancelling, postponing or changing the Championships venue and/or format due to reasons beyond its reasonable control.

### DEFINITIONS

A “Team” shall comprise of players who are all affiliated to the same Swim England club or a club of Scottish Swimming, Swim Wales or Swim Ireland.

“Championships Director” shall be a person appointed by Swim England Water Polo Leadership Group (“WPLG”) for the purpose of managing all aspects of these Championships.

In addition, Championships Director shall appoint an “Event Manager” when there is a requirement for earlier round(s), for each event, who shall be responsible for ensuring that the conditions of the Championship are complied with.

### 1. COMPETITION

- 1.1 The Championships shall be conducted annually and consists of:
- Men’s Club U17 Championship. This Championship shall be for players under the age of seventeen years at midnight on December 31 in the year of competition.
  - Women’s Club U17 Championship. This Championship shall be for players under the age of seventeen years at midnight on December 31 in the year of competition.
  - Men’s Club U19 Championship. This Championship shall be for players under the age of nineteen years at midnight on December 31 in the year of competition.
  - Women’s Club U19 Championship. This Championship shall be for players under the age of nineteen years at midnight on December 31 in the year of competition.

### 2. MANAGEMENT

- 2.1 The Championships shall be conducted in accordance with the following Conditions.
- 2.2 Anything not covered by these Conditions shall be determined by the Championships Director, who shall also have the authority to determine any matter arising from any ambiguity or uncertainty within the published Conditions.

### 3. RULES OF THE GAME

- 3.1 All games shall be conducted in accordance with the FINA Technical Rules of Water Polo, except where varied from time-to-time by these Conditions.
- 3.2 For the purposes of these Championships, the teams shall start each game with seven players, one of whom shall be the goalkeeper.
- 3.3 The field of play shall be as near as practicable to the full size but shall not be less than 20m long, 11m wide and 1.5m deep.
- 3.4 Where a Championship is played as a series of groups, each team shall play each other team in their group once. Two points shall be awarded for a win and one point for a draw.
- 3.5 Should the scores be level at full time in any game for which a definite result is required, there shall be a penalty shoot out to determine the result in accordance with FINA Rules:

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- a. The teams shall shoot penalty shots to determine which team shall be placed higher.
- b. Each team shall nominate five (5) players and a goalkeeper who will participate in the penalty shoot-out.
- c. The team shall shoot five (5) penalty shots at the goal of the other team, alternating shots.
- d. If a tie exists after each team has taken five (5) shots, then teams shall take sets of alternate shots until one team scores and the other does not.

3.6 Where two or more teams have equal points the placing shall be decided by considering the following factors in order until a precedence is established by:

- a. the team gaining the most points in the games between those teams;
- b. the team with the greatest goal difference in the games between those teams;
- c. the team scoring the most goals in the games between those teams;
- d. the result against the top ranked team in the group not involved in the tie as per points 3.6 a. to c. and each subsequent team down the overall rankings in the event of a tie;
- e. the team with the greatest goal difference overall;
- f. the team scoring most goals overall;
- g. if at any point in this process, where three or more teams are involved, a leading team is decided, then the process will be re-started with the leading team not included in the process apart from being included as a ranked team within the table;
- h. in the event of continuing equality the placing shall be decided by lot as directed by the Championships Director.

## 4 ENTRIES AND ELIGIBILITY

4.1 A club may enter more than one team into the Championships, however the Championships Director reserves the right to refuse entries of second and subsequent teams to avoid event being oversubscribed.

4.2 Clubs wishing to enter teams into the Championships shall do so by completing an online entry which shall be submitted together with the appropriate electronically transmitted entry fees with confirmation that the electronically transmitted entry fees have been paid to the appropriate body.

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- 4.3 As part of the online entry, each club shall submit a list of up to a maximum of 20 players from whom the team will be selected, with their current registration numbers. By submitting the online entry the club makes a declaration that all the players on the list are:
- Club Compete members of Swim England or equivalent of Scottish Swimming, Swim Wales or Swim Ireland at the time of entry, with their information and entry club visible on the online entry system,
  - are members of that club,
  - comply with any age conditions for the Championships, that the person making the application accepts on behalf of the club the Championships Conditions and that all the information given is correct.
- 4.4 An electronic confirmation will be issued within 21 days after the closing date for entries indicating whether the entry has been accepted or not, and attaching the club's player list. The Championships Director may decline to accept the entry.
- 4.5 There shall be no interchange of players between teams during the Championships. The team list shall be deemed to be part of the entry. No additions to the list shall be accepted after the closing date for entries.
- 4.6 The minimum age of a player shall be 11 years at midnight on the day of the match.
- 4.7 The Championships Director reserves the right to close entries ahead of the published entries deadlines to avoid the event being oversubscribed.

### **5. THE DRAW**

- 5.1 The draw for each Championship shall be made within 28 days of the closing date for entries. The Championships Director shall notify all teams of the result of the draw, for each Championship entered.

### **6. GAME OFFICIALS**

- 6.1 The Championships Director shall co-ordinate the provision of sufficient officials for each game.
- 6.2 In the case of an event where a Delegate is appointed, the Delegate shall nominate the referees for each game from the list of appointments.

### **7. MATCH RECORD SHEETS**

- 7.1 Each team representative shall declare a list of up to 13 players, with cap numbers, via the online facility, as follows:
- Early round(s): declare to the Event Manager by 8pm the night before the early round matches. The 13 players are to be selected from the initial list of up to 20 players entered into the Championships.
  - Finals: declare to the Championships Director by 8pm the night before the Championships Finals. The 13 players are to be selected from the list of 15 players confirmed ahead of the Championships for accreditation purposes.
- 7.2 Match record sheets will be completed and will outline the names of all officials, players and other standard details required before the start of the game, and a record will be maintained. At the end of the game, the match record sheet will be given to the referees, who shall check and sign it.
- 7.3 The Event Manager shall submit the completed match record sheet to the Championships Director within two days of the earlier round(s) games taking place. If a

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game is not played or not brought to a proper consultation, the details of the circumstances shall be recorded on the sheet by the Event Manager or referee(s), as appropriate.

7.4 The results of the games held in the early round(s) will be published as soon as possible after and, in any case, within seven days of the completion of the round.

7.5 Final Championships results will be confirmed and announced at the event.

### **8. TROPHIES AND MEDALS**

8.1 Trophies, where appropriate, shall be presented to the winners on the day of the final, subject to the regulations laid down in Swim England Trophy regulations.

8.2 For each Championship the winning teams shall receive up to thirteen gold medals. The runners-up shall receive up to thirteen silver medals and the third placed team shall receive up to thirteen bronze medals.

8.3 Only those players listed on the match record sheet and in attendance shall be presented with medals on the day of the Final. In instances of misbehaviour or other extenuating circumstances, medals may be withheld from a team or individual by the Championship Director, in consultation with the Delegate (if appointed).

### **9. EXPENSES**

9.1 The regulations for the payment of expenses by Swim England are specified in the Swim England Handbook.

9.2 Each team shall be responsible for its own travelling and any other expenses incurred as part of the Championships.

9.3 The promotional expenses of the Championships shall be borne by Swim England.

### **10. WITHDRAWALS**

10.1 A team that withdraws from the Championships:

- a. prior to the initial draw shall not be penalised;
- b. after the draw has been made and more than 10 clear days before the Championships, shall be fined £100.00 and/or shall pay such expenses as the Championships Director may decide;
- c. with less than 10 clear days notice before the Championships, shall be fined £200.00 and/or shall pay such expenses as the Championships Director may decide;

10.2 In the case of a team withdrawing from or failing to participate in the Championships, the Championships shall be contested by the remaining teams.

### **11. DELAYED START**

11.1 If the start of a game is delayed beyond 5 minutes of the published start time the team responsible for the delay may be fined £25.00 and if the start of a game is delayed beyond 15 minutes, condition 12.1 will apply.

### **12. FAILURE TO FULFIL A FIXTURE**

12.1 If a team fails to have seven (7) players available to start a game at the appointed start time, the game may be cancelled by the Event Manager (during earlier round(s)) or Championships Director (during the Finals) and deemed to be a non-fulfilment if the start

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is delayed beyond 15 minutes of the published start time. The team will be withdrawn from the Championships.

12.2 In the case of any other non-fulfilment, the Event Manager (during earlier round(s)) or Championships Director (during the Finals), shall have the power to order any of the following:

- a. the award of the game to the non-offending team;
- b. the payment of a fine of £200.00 by the offending club;

### **13. FINES AND EXPENSES**

13.1 All fines and expenses ordered under these Conditions shall be sent to the Championships Director and made payable to Swim England, within 21 days of the date of the notification of the decision.

13.2 Failure to comply with this Condition shall result in an additional fine of £20.00 and the team may be disqualified from the Championship by the Championships Director.

13.3 Failure to pay the whole of the outstanding monies within a further 14 days of the notification of the additional fine may be dealt with under Swim England Regulations.

### **14. INELIGIBLE PLAYER**

14.1 A team playing one or more ineligible players may be deemed to have lost the game, forfeit any points gained in the game to their opponents, may be fined £100.00 and shall pay such expenses as the Championships Director may decide. An ineligible player, for the purposes of this rule, also includes players not listed on the list of players declared to the Event Manager (during earlier round(s)) or Championships Director (during Finals), as per rule 7.1.

14.2 The non-offending team shall have the option of recording a 5 – 0 score in its favour or maintaining the score as recorded on the match record sheet.

### **15. SCOTTISH, WELSH & IRISH CLUBS**

15.1 By completing the online entry a club affiliated to Scottish Swimming or Swim Wales, or Swim Ireland shall undertake to accept the jurisdiction of Swim England in all matters affecting these Championships.

### **16. EVENT CANCELLATION**

16.1 In the instance that the event is cancelled by the Championships Director:

16.1.1 Full refunds of entry fees to the Championships will be offered to all competitors.

16.1.2 No refunds will be offered for any other expenses incurred in relation to the Championships.