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**Schools’ Water Polo South Africa (“SWPSA”)  
National Water Polo Tournament (“IPT”)  
Durban  
2022  
Tournament Information Manual**

***THIS DOCUMENT AND ITS CONTENT IS INTENDED ONLY FOR ITS DISTRIBUTION LIST***

**CONTENTS**

1. Information Manual Status .....	3
2. Enquiries .....	3
3. Tournament Location.....	3
4. Dates .....	4
5. Participants .....	4
6. Fees .....	4
7. Critical Dates .....	5
8. Order of Events .....	6
9. Match Venues .....	7
10. Match Rules .....	8
11. Format .....	9
12. Water Polo Swimming Pool Playing Sizes and Match Ball Sizes.....	9
13. Match Playing Times.....	10
14. Player Requirements.....	10
15. Referees .....	11
16. Disciplinary Matters .....	13
17. Initiation.....	15
18. Alcohol and Substance Abuse .....	16
19. Codes of Conduct .....	16
20. Team Entries .....	16
21. Team Player, Coach and Manager Information .....	16
22. Photographs .....	17
23. Video Footage.....	17
24. Results Coverage.....	17
25. Team Acclimatisation .....	18
26. Official IPT SWPSA App and Internet Website.....	18
27. Participants’ Briefing Meeting.....	18
28. Referees’ Briefing Meeting .....	18
29. Tournament Awards and Top Player Selections.....	18
30. Dress Code for Managers, Coaches and Referees .....	19
31. Advertising and Sponsorship .....	19
32. Travel, Accommodation, Airport Transfers and Internal Transport.....	19
33. Security .....	19

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**2022 LOC Executive Committee:**

34. <b>Medical Contact Information</b> .....	19
35. <b>Parking</b> .....	20
36. <b>Local Organising Committee (LOC)</b> .....	20
37. <b>LOC Sub-Sections</b> .....	20
38. <b>Match Venue Details</b> .....	21
39. <b>General Information</b> .....	23
40. <b>Indemnity</b> .....	26

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**2022 LOC Executive Committee:**

B Rowe (Chairperson & Tournament Director), B Lavett, D Letschert, J Letschert, M Howieson (Treasurer), S la Marque (Technical Director), T Bower (Admin)

1. **Information Manual Status**

- This document as dated constitutes the most current and official version of the SWPSA 2022 IPT Information Manual and supersedes any previous draft and/or version thereof.

2. **Enquiries**

- Please direct all IPT enquiries to:
  - **Brad Rowe (Chairman)**
    - cellular: 082 859 6741
    - e-mail: [admin@teamwalrus.co.za](mailto:admin@teamwalrus.co.za)
  - **Tanya Bower (Admin)**
    - cellular: 082 427 0506
    - e-mail: [tbower@wbhs.co.za](mailto:tbower@wbhs.co.za)

3. **Tournament Location**

- Durban, KwaZulu Natal
  - **Main Venue**
    - Kings Park Pool, Durban
  - **Opening / Welcoming Ceremony**

At the Kings Park Pool, Durban on **Saturday, 10 December 2022** at 15h30 (3:30pm) to 16h15 (4:15pm)

    - All participating provinces / regions and other invitees may supply the LOC their official flag to be displayed at the IPT Opening Ceremony
    - Provincial Flags are to be handed to the LOC at the SWPSA AGM, which will take place on **Saturday, 10 December 2022**
  - **Closing Ceremony**
    - At the Kings Park Pool, Durban on **Wednesday, 14 December 2022**
    - Will take place after the Under 19 Section Boys' Final Match

4. **Dates**

- The 2022 IPT will take place from **Saturday, 10 December 2022 to Wednesday, 14 December 2022**
  - **5 Days**
  - Matches to commence on **Saturday, 10 December 2022** at approximately **16h30** (4:30pm) at Kings Park Pool, Durban
  - The balance of the matches will commence on **Sunday, 11 December 2022** at **07h00** (7:00am) for All Age Groups
- Public Schools close on **Wednesday, 14 December 2022**
- Private Schools i.e. Independent Schools Associations of South Africa (“ISASA”) close on **Wednesday, 7 December 2022**

5. **Participants**

- Players attending / having attended School in **2022**
- Players born in 2003 or later
- No player already in possession of a National Senior Certificate or similar Matriculation Certificate, may participate in the Tournament (i.e. the IPT is **not** open to students enrolled at a school as “Post-Matriculants”)
- Any player, coach, manager or official suspended by their schools or Local Affiliates **may not** participate in the tournament
- **All** participants i.e. players, coaches, managers, chairpersons, LOC Chairperson, venue co-ordinators, any person who plays a functional role during the course of the tournament, etc., registered with Swimming South Africa (“SSA”) by **Friday, 18 November 2022** **may participate** in the tournament
- Provincial / Regional Teams from within the Borders of the Republic of South Africa
- Other **SWPSA** Invitees, such as Zimbabwe

6. **Fees**

- The 2022 IPT Fees are **R820 per player** inclusive of **SWPSA** levy and **SWPSA Development Fund** levy, but exclusive of any **SSA** fees required:
  - R700 – **IPT** levy
  - R70 – **SWPSA** levy
  - R50 – **SWPSA Development Fund** levy
- A team is a maximum of 14 players and 3 staff members.
- IPT fees are non-negotiable and failure to pay by the due date will result in teams not being entered into the Tournament

- Payment for all teams are due in full by **Friday, 21 October 2022**
- Payment to be made into the following bank account:
  - Account Name: **KwaZulu Natal Schools Water Polo**
  - Bank: **Standard Bank**
  - Branch Code: **043826**
  - Account Number: **251630935**
- Please email proof of payment to:
  - **Mike Howieson**
  - Email: [mhowieson@cliftonschool.co.za](mailto:mhowieson@cliftonschool.co.za)
  - Please use the following reference for your payment:
    - "Province / Region / Invitee Name – No of Players"
    - e.g. KZN - 134
- Please email number **of teams per age group** by latest **Friday, 30 September 2022** to:
  - Tanya Bower & Cathy MacLeod
  - E-mail: [tbower@wbhs.co.za](mailto:tbower@wbhs.co.za) & [schools.waterpolo@gmail.com](mailto:schools.waterpolo@gmail.com)

## 7. Critical Dates

- Final Venues Confirmed:
  - by **Friday, 9 September 2022**
- Team Entries:
  - Team Numbers per Age Group
  - by **Friday, 30 September 2022**
  - **NB\* NO late Team Entries will be accepted**
- Age Group Sections Finalised:
  - by **Monday, 10 October 2022**
- Payment of IPT Fees to the LOC by Participating Provinces / Regions:
  - by **Friday, 21 October 2022**
- Team Information:
  - Team Player, Coach and Manager Names per Age Group
  - by **Monday, 31 October 2022**
- Referees Information:
  - by **Monday, 31 October 2022**
- Final Fixtures Confirmed:
  - by **Thursday, 10 November 2022**

- Player Personal Information Consent Form Submission:
  - by **Tuesday, 29 November 2022**
- Coach, Manager and Assistant Coach Police Clearance Submission:
  - by **Tuesday, 29 November 2022**

## 8. Order of Events

- **Saturday, 10 December 2022**
  - Teams arrive in Durban (During the day)
  - Team Registration by Team Management
    - Kings Park Pool, Durban – from 09h00 (9:00am)
  - Team Acclimatisation, where applicable
  - SWPSA Executive Committee Meeting
    - **Kings Park Pool, Durban**
    - **10h00 – 11h15**
  - SWPSA Annual General Meeting (“AGM”)
    - **Kings Park Pool, Durban**
    - **11h30 – 12h45**
  - Referees Briefing Meeting
    - **Clifton School, Morningside, Durban**
    - **12h30 – 13h45**
  - Provincial Team Coaches and Team Managers Meeting
    - **Kings Park Pool, Durban**
    - **14h00 – 15h00**
  - **Opening Ceremony**
    - **Kings Park Pool, Durban**
    - **15h30 – 16h15**
  - **Matches 16h30 – 19h30** (Kings Park Pool, Durban)
- **Sunday, 11 December 2022**
  - Matches **07h00 – 19h30** (as applicable)
- **Monday, 12 December 2022**
  - Matches **07h00 – 19h30** (as applicable)
- **Tuesday, 13 December 2022**
  - Matches **07h00 – 20h00** (as applicable)

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### 2022 LOC Executive Committee:

- **Wednesday, 14 December 2022**
  - Finals Day **07h00 – 14h30** (per schedule)
  - **Medal / Closing Ceremony** **14h30 – 15h30**  
Kings Park Pool, Durban

9. **Match Venues**

- A Total of 9 (nine) Venues to be used
- A Total of 10 (ten) Swimming-Pools to be used
- Boys and Girls
  - Under 19 Boys & Girls play at the same venue
  - All other Age Group Sections to play at different venues
  - Please note that certain Age Groups may play matches at alternate venues and as such playing fields may differ from their specific venue
- Venues selected on the basis that refereeing can take place from opposite sides of the water polo pool
- All Age Group **FINAL** matches (i.e. Gold / Silver Medallists) to be played at the Kings Park Pool Complex
- All Age Group **3<sup>rd</sup> / 4<sup>th</sup> Place** matches (i.e. Bronze Medallists) to be played at their applicable Section Venues

**SECTIONS**

**VENUE**

Under 19 Boys	Kings Park Pool (Outdoor Polo Pool)
Under 19 Girls	Kings Park Pool (Indoor Polo Pool)
Under 16 Boys	Kearsney College (Polo Pool)
Under 16 Girls	Reddam House Umhlanga (Polo Pool)
Under 15 Boys	Clifton School (Polo Pool)
Under 15 Girls	Crawford International – La Lucia
Under 14 Boys	Westville Boys' High School (Chad Le Clos Pool)
Under 14 Girls	Northwood School
Under 13 Boys	Durban High School
Under 13 Girls	Northlands Primary School

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**2022 LOC Executive Committee:**

10. **Match Rules**

- Normal FINA Rules shall apply to Matches with the following exceptions:
  - The **WP5.1** Rule pertaining to Goalkeepers will not apply (i.e. Teams will not be required to include 2 (two) Goalkeepers in their Teams, but may do so if they like). In addition, **WP5.1** Rule pertaining to the Number of Players will not apply. Instead the rule is to state that each Team shall consist of a maximum of 14 (fourteen) Players – 13 (thirteen) Field Players and 1 (one) Goalkeeper or 12 (twelve) Field Players and 2 (two) Goalkeepers.
  - The **WP 3** Rule pertaining to THE BALL shall be applied as follows:
    - **WP 3.3** For games played by men, the rule shall apply except for Boys U13 and under, the circumference of the ball shall be not less than 0.65 metres and not more than 0.67 metres
    - **WP 3.4** For games played by women, the rule shall apply except for Girls U13 and under, the circumference of the ball shall be not less than 0.59 metres and not more than 0.60 metres
  - The **WP 14.3** Rule pertaining to when a goal may be scored by a player from a free throw taken and awarded outside 6 meters from a direct shot shall not apply to Boys and Girls U14 and below. The SWPSA Bye Law restriction for Boys and Girls U14 and below ONLY RELATES to the Immediate/Direct Shot from outside of 6 metres. It does not prohibit Boys and Girls U14 and below from playing themselves and thereafter shooting i.e. No direct shot but they can play and go!
- Times when matches will be played may differ between each Section
- Coaches / Managers may be required to referee matches where required
- All matches will start on time as indicated by the IPT Fixtures Programme
  - Any team guilty of contravening this proviso shall forfeit the applicable match
- In the Group Match Stages:
  - Points will be awarded as follows:
    - **2** points – for a **Win**
    - **1** point – for a **Draw**
    - **0** points – for a **Loss**
  - Final Group positions shall be determined as follows:
    - Team with the highest points
    - In the case of a tie, then “FINA Rule BL9.8.3 pertaining to Tie-Breaks” will apply
      - Refer to paragraph 39 (i.e. “*General Information*”) for the procedure to be followed in this regard



- In Positional Play-Off / Progression Matches:
  - Should the match end in a draw an Immediate Penalty Shoot-Out shall determine the result. Five (5) players per team.
- The IPT Rules are subject to change **by SWPSA**

11. **Format**

- The IPT format will be finalised for each Age Group Section once FINAL Team Entries have been received by SWPSA – team entries are due by latest **Friday, 30 September 2022**
- **NB\* NO** late Team Entries will be accepted
- Where possible, each Section will consist of at least 2 (two) Groups
- The Under 13, 14, 15 and 16 and 19 Boys’ and Girls’ Age Groups will consist of 1 (one) Section per Age Group (i.e. both “A” and “B” Teams will play in the same Section)
- No over-aged Players may play in any Section
- Player Age Requirements:
  - Players born in the year **2009** or later may play in the Under **13** Age Group Section
  - Players born in the year **2008** or later may play in the Under **14** Age Group Section
  - Players born in the year **2007** or later may play in the Under **15** Age Group Section
  - Players born in the year **2006** or later may play in the Under **16** Age Group Section
  - Players born in the year **2003** or later may play in the Under **19** Age Group Section
- **NB\*** Players may only participate in **1** (one) Age Group Section and may only represent **1** (one) Team during the duration of the IPT (i.e. will be “team-tied”)

12. **Water Polo Swimming Pool Playing Sizes and Match Ball Sizes**

- The Water Polo Swimming Pool Playing Sizes and Match Ball Sizes that will be used during the 2022 IPT, subject to any other ruling(s) by **SWPSA**, are as follows:

<b><u>SECTIONS</u></b>	<b><u>WATER POLO POOL SIZE</u></b>	<b><u>MATCH BALL SIZE USED</u></b>
Under 19 Boys	<b>Long-Course</b> (30m x 20m)	Official, Size <b>5</b>
Under 19 Girls	<b>Short-Course</b> (25m x 20m)	Official, Size <b>4</b>
Under 16 Boys	<b>Long-Course</b> (30m x 20m)	Official, Size <b>5</b>
Under 16 Girls	<b>Short-Course</b> (25m x 20m)	Official, Size <b>4</b>
Under 15 Boys	<b>Short-Course</b> (25m x 20m)	Official, Size <b>5</b>
Under 15 Girls	<b>Short-Course</b> (25m x 20m)	Official, Size <b>4</b>

<u>SECTIONS</u>	<u>WATER POLO POOL SIZE</u>	<u>MATCH BALL SIZE USED</u>
Under 14 Boys	<b>Short-Course</b> (25m x 20m)	Official, Size <b>5</b>
Under 14 Girls	<b>Short-Course</b> (25m x 20m)	Official, Size <b>4</b>
Under 13 Boys	<b>Short-Course</b> (25m x 20m)	Official, Size <b>4</b>
Under 13 Girls	<b>Short-Course</b> (25m x 20m)	Official, Size <b>3</b>

### 13. Match Playing Times

- IPT Match Playing Times will all be played “stop-start” as follows:
  - Under **19** Sections
    - **4** Quarters of **8** (eight) Minutes each Playing Time
  - Under **16** Sections
    - **4** Quarters of **6** (six) Minutes each Playing Time
  - Under **15** Sections
    - **4** Quarters of **5** (five) Minutes each Playing Time
  - Under **14** Sections
    - **4** Quarters of **5** (five) Minutes each Playing Time
  - Under **13** Sections
    - **4** Quarters of **5** (five) Minutes each Playing Time
  - IPT Match Playing Times may be shortened **by SWPSA** due to adverse weather conditions and/or as otherwise deemed necessary

### 14. Player Requirements

- **SWPSA** has the following IPT Black Player Requirements, which need to be adhered to by all participating **South African** Teams
- Black Players are defined by **SWPSA** as players from “Black, Coloured, Indian and/or Asian Ethnic Groups”
- Zimbabwean National Teams participating in the IPT have been granted full exemption **by SWPSA** with regard to Black Players Requirements
- Any Queries in this regard should please be addressed directly **with SWPSA**
- **SWPSA** requires that all teams participating in the IPT include the following Black Players:
  - Under **19** Sections – **2** (two) Players per team
  - Under **16** Sections – **2** (two) Players per team
  - Under **15** Sections – **2** (two) Players per team
  - Under **14** Sections – **2** (two) Players per team

- Under **13** Sections – **2** (two) Players per team
  - Should a province submit two teams (or more) in a particular age group (i.e. an A and a B team), **SWPSA's** Black Player requirement will be determined by age group and gender and not by team. As a result, when a province enters two teams in a particular age group the minimum of four Black Players for that age group could possibly all be in the A team with none of the players being in the B team. **SWPSA's** only proviso is that the increased numbers can only be in the higher team and NOT in the lower team: e.g. two teams: three Black Players in the A team and one in the B team.
  - Teams not meeting the Black Player requirement at the time of submission of Player information will be excluded from the tournament and the fixtures for that section modified accordingly
  - All Black Players are required to play a minimum Playing Time equivalent of **1** (one) full Quarter per match
  - It is the responsibility of the coach to ensure that all players (including the Black players) play the minimum required time (i.e. the equivalent of **1** (one) full Quarter per match)
  - Coaches whose teams do not meet the Black player time requirement in the first instance shall receive a RED card
  - Coaches whose teams do not meet the Black player time requirement in the second instance will be expelled from the tournament with immediate effect
  - In the case of a black player withdrawing from a team 7 (seven) days prior to the commencement of the tournament or during the tournament, the player must be replaced by a reserve black player. Should this not be possible, a concession may be applied for in writing to the **General Secretary of SWPSA**. Applying for a concession does not guarantee participation. Such application must be submitted with supporting documents e.g. doctor's letter or a letter from the player's headmaster/headmistress. In the spirit of the rule, the black player may **NOT** be replaced by a white player.
  - **Only the SWPSA Executive may grant a concession.** The concession allows the team to participate in the tournament but they will not be able to progress to Quarter Final, Semi Final and Final play-off games.
15. **Referees**
- **FINA Accredited Neutral Referees**
    - SWPSA will appoint FINA Accredited referees who will be treated as fully neutral and shall officiate at any level
    - SWPSA shall be responsible for the cost of the FINA Accredited referees travel

- The tournament host shall be responsible for the FINA Accredited referees accommodation, meals and logistics
- Sections shall be given priority as follows:
  - U19 Boys and Girls
  - U16 Boys and Girls
  - U15 Boys and Girls
  - Where possible for key games in U14 and U13 Age Groups
- **Neutral Referees**
  - All participating provinces / regions and other invitees are required to nominate accredited Referees to be considered to officiate at the IPT
  - All participating provinces / regions and other invitees are required to provide 1 (one) **accredited** Neutral Referee to officiate at the IPT, for every **6** (six) teams or part thereof, entered by such province / region and/or other invitee to participate at the IPT
  - Neutral Referees should not be involved with any team(s) participating at the IPT, in any capacity whatsoever
  - Costs in this regard will be for the sole account of each province / region and/or other invitees
  - **If you are unable to provide an accredited referee, the tournament organiser will appoint a referee on your behalf at a cost of R11,500 per referee**
  - Neutral referees will be appointed to officiate at the various venues but will not officiate games from their respective province
- **All referee appointments shall be done by Dion Willis (LOC) with input from Lee-Anne Stewart (SWPSA Referee Delegate) and Richard Irvine (SWPSA Chairman)**
- Team Coaches / Managers will be expected to referee the game immediately after their team's game, where required
- All Referees are to be registered with their respective Official Representative Bodies including SSA, as applicable
- All referees must wear either:
  - Full whites or Provincial attire; and
  - Closed shoes and socks
- All information pertaining to Referees must be submitted by participating provinces / regions and other invitees to Dion Willis at [dion.willis@icloud.com](mailto:dion.willis@icloud.com) by close of business on **Monday, 31 October 2022**

16. **Disciplinary Matters**

- The LOC Disciplinary Officers are:
  - Andrew Reeves
  - Brad Rowe (Tournament Director)
  - Cathy MacLeod
  - Kevin Adriaan
  - Lee-Ann Stewart
  - Ronnie Kuipers
- **NB\*** All Disciplinary Hearings will take place at the **Kings Park Pool Operations Room**
- The Match Referee(s) will submit a report to the **LOC** Disciplinary Officer(s) pertaining to the applicable incident(s), for consideration
- The Disciplinary and Appeals Process as adopted **by SWPSA** on 12 December 2014 that will be followed at the IPT is as follows:
  - Any player found guilty of misconduct / violence or brutality shall be dealt with in the following manner:
    - a) Misconduct / Violence
      - a. The punishment of the exclusion from the game shall be deemed sufficient punishment
      - b. Should a player be excluded for the same / similar offence twice he / she may be required to appear before the Disciplinary Tribunal
    - b) Brutality
      - a. Any player excluded for brutality in a match shall be excluded without replacement by the team for the time of half-a-playing quarter pertaining to that particular section
      - b. Any player excluded for brutality in a match shall be suspended with immediate effect for a minimum of 2 (two) further matches, and may be required to appear before a Disciplinary Tribunal
    - c) Any coach / manager who receives a red card in a match shall be suspended for the next match and may be required to appear before the Disciplinary Tribunal
    - d) Any coach / manager who receives a 2<sup>nd</sup> (second) red card during the tournament shall receive a further minimum 2 (two) match suspension with immediate effect, and he / she will be required to appear before the tournament Disciplinary Tribunal.
  - All Disciplinary Hearings will be handled by a Disciplinary Tribunal. The composition of the Disciplinary Tribunal will be:
    - a) The venue technical convenor;

- b) Any member of the SWPSA executive or an official appointed by the SWPSA executive;
  - c) One of the LOC Disciplinary Officers; and
  - d) Any official member of the team management.
- o The **Disciplinary Appeals Process** is as follows:
- a) Any appeal (protest) against a referee / table decision must be done by the team manager within 30 minutes after the conclusion of the match setting forth the relevant facts.
  - b) This appeal must be done in writing on the reverse of the team return OR on a separate piece of paper that must be attached to the team return. This appeal (protest) must be accompanied by a deposit of R1,000 (one thousand rand) which may be reimbursed in full should the appeal be successful. This appeal shall be heard as soon as possible but before that team / player / coach / manager's next match.
- Should a Province wish to appeal (protest) the decision of a Disciplinary Tribunal, this appeal must be lodged, in writing, with the Tournament Secretary of SWPSA email: [schools.waterpolo@gmail.com](mailto:schools.waterpolo@gmail.com) OR the Tournament Director within 30 minutes after the hearing and must be done by the Chairman OR General Manager of that province. This appeal (protest) must be accompanied by a deposit of R1,000 (one thousand rand) which is non-refundable. This appeal shall be heard as soon as possible where practically possible but before that team / player / coach / manager's next match.

The tournament Disciplinary Tribunal shall comprise of the following:

- (a) Chairman of the SWPSA executive committee and failing him the
- (b) General Secretary and failing her the
- (c) Convenor: Competitions and Tournaments together with a further executive officer plus
- (d) The Tournament Director save that in the event of the Tournament Director being the subject of a complaint, the chairman of the Affiliate Member within whose jurisdiction the tournament falls.

The following extracts from the FINA Handbook are used to impose sanctions of a severe nature.

**Team Management bringing the game (Tournament) into disrepute:**

The FINA Handbook will be the source of reference for all matters relating to Team Management offences:

**Appendix C – Regulations for Disciplinary Actions in Water Polo at FINA Events**

- 3.1 Any offence committed by any member of a team or team official shall result in a minimum suspension of one (1) match up to a maximum suspension of all water polo matches for one (1) year period.
- 3.2 If the offence includes violence resulting in serious injury, use of any hard object or any other kind of violence against the body, the minimum suspension shall be for all water polo matches for one (1) year period up to a maximum of a lifetime suspension from water polo matches.
- 3.3 If the offence is an attempt to commit an offence referred to in 3.2, the minimum suspension shall be three (3) matches up to a maximum suspension of all water polo matches for one (1) year period.
- 3.4 Offences in 3.1, 3.2 and 3.3 involve acts committed from 30 minutes before the beginning of the match until 30 minutes after the end of the match.
- 3.5 If an offence referred to in 3.1, 3.2 or 3.3 is committed by any person other than a player or team official, the minimum sanction shall be a warning or exclusion from the venue up to a maximum sanction of suspension of the right to attend water polo matches for any period up to, and including, life.
- 3.6 The minimum sanction for any offence under Article 3 may be increased for a second or subsequent offence by any individual.

**Article 4. OFFENCES AGAINST TEAM MEMBERS OR TEAM OFFICIALS**

- 4.1 For brutality, or any offence not covered in FINA Rules WP 20-22 committed by a player against other players or team officials, the minimum suspension shall be for one (1) match up to a maximum of all water polo matches for a one (1) year period

17. **Initiation**

- No team may engage in any form of initiation of players, whatsoever
- For the duration of the IPT, "**initiation practices**" are as defined in Section 10A(3) of the **South African Schools Act**, no. 84 of 1996

- Teams and/or Players contravening this proviso will be referred to **SWPSA** for determination of action(s) to be taken
18. **Alcohol and Substance Abuse**
- **No alcohol will be allowed to be consumed around the pools**
  - Alcohol and/or Substance Abuse by Players / Coaches / Managers / Referees / Officials during the IPT is not allowed
  - Players / Coaches / Managers / Referees / Officials contravening this proviso may be required to appear before a Disciplinary Tribunal
19. **Codes of Conduct**
- Players / Coaches / Managers / Referees / Officials and Spectators participating in or attending the IPT are required to adhere to the applicable IPT Code(s) of Conduct, as determined **by SWPSA**
  - The IPT Codes of Conduct are available on the SWPSA website ([www.swpsa.co.za](http://www.swpsa.co.za))
20. **Team Entries**
- All team entries must be submitted by close of business on **Friday, 30 September 2022** to:
    - e-mail: [tbower@wbhs.co.za](mailto:tbower@wbhs.co.za) & [schools.waterpolo@gmail.com](mailto:schools.waterpolo@gmail.com)
  - **NB\* NO** late Team Entries will be accepted
  - Official LOC IPT schedules marked TEAM ENTRIES to be used by all participating provinces / regions and other invitees in this regard
    - Please kindly take careful notice of the instructions when completing these schedules
21. **Team Player, Coach and Manager Information**
- All player, coach and manager information must be submitted by close of business on **Monday, 31 October 2022** to:
    - e-mail: [tbower@wbhs.co.za](mailto:tbower@wbhs.co.za) & [schools.waterpolo@gmail.com](mailto:schools.waterpolo@gmail.com)
  - Official LOC IPT schedules marked TEAM PLAYER, COACH AND MANAGER NAMES to be used by all participating provinces / regions and other invitees in this regard
    - Please kindly take careful notice of the instructions when completing these schedules
  - All Players are to be registered with their respective Official Representative / Provincial Bodies including SSA, as applicable



- Proof of SSA Registration where applicable, to be submitted **directly to SWPSA at [schools.waterpolo@gmail.com](mailto:schools.waterpolo@gmail.com)** by participating provinces / regions **by latest Friday, 18 November 2022**
  - All Coaches and Managers are to be registered with their respective Official Representative / Provincial Bodies including SSA, as applicable
  - Proof of SSA Registration where applicable, to be submitted **directly to SWPSA at [schools.waterpolo@gmail.com](mailto:schools.waterpolo@gmail.com)** by participating provinces / regions **by latest Friday, 18 November 2022**
  - **All Players will be required to submit a signed Player Personal Information Consent Form in order to be eligible for participation.** Signed forms are to be provided to SWPSA by participating provinces / regions.
    - In this regard the participating Provincial / Regional management undertakes to procure that each of its relevant Players, as well as each of its Coaches, Managers, Referees, Officials and other representatives involved in any way in the province / regions participation in the IPT, is made aware of, and has the opportunity to take professional advice regarding, SWPSA’s Player and Related Persons Privacy Policy.
    - All teams will be required to confirm that each of their Coaches, Managers (including assistants) have supplied Police Clearance certificates **by no later than 29 November 2022**)
22. **Photographs**
- **Team Photographs** will be taken at the respective Age Groups playing venue on **Sunday, 11 December 2022 an hour before the teams first fixture**
    - The onus is on each team to ensure that they have their photographs taken
  - Action Photographs will be taken at the various Venues throughout the IPT and will be published on the various SWPSA social media channels
  - Photographs will be taken at the medal ceremonies and Closing Ceremony
23. **Video Footage**
- IPT Video Footage will be provided by SuperSport Schools (SSS) at all venues
  - Footage will be both live and video on demand
24. **Results Coverage**
- IPT Results Coverage to be communicated through the **SWPSA App by ItsHappening** and various Social Media Web-Links
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25. **Team Acclimatisation**

- Teams wishing to acclimatise to their Match Venues are requested to contact the LOC in advance, in order for the necessary arrangements to be made

26. **Official IPT SWPSA App and Internet Website**

- To include Information pertaining to the IPT including teams, fixtures, results and log positions
- The **SWPSA App** is available for downloading from the Google Play and iStore
- Web-Site:
  - [www.swpsa.co.za](http://www.swpsa.co.za)

27. **Participants' Briefing Meeting**

- An IPT Briefing Meeting will take place for the **General Managers** of each participating province / region and other invitees
  - The General Managers will thereafter brief their own Team Coaches and Managers on IPT Matters
  - The IPT Managers Briefing Meeting will take place on **Saturday, 10 December 2022** at **Kings Park Pool, Durban** from 14h00 to 15h00.

28. **Referees' Briefing Meeting**

- A series of online briefing sessions will be conducted with all referees before the commencement of the IPT
- An IPT Refereeing Briefing Meeting will take place on **Saturday, 10 December 2022** at **Clifton School, Morningside** from 12h30 to 13h45

29. **Tournament Awards and Top Player Selections**

- **Gold, Silver** and **Bronze** Medals will be awarded in all IPT Sections to the **1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>** Placed Teams respectively
- Three (3) Independent Selectors will be appointed by the **SWPSA Executive** to select the SWPSA U19 Boys and Girls teams. The Tournament Secretary shall convene the selection process.
- SWPSA Colours will be awarded **by SWPSA** at the end of the Tournament to players selected as the 2022 Under 19 Boys' and Girls' IPT Teams

- The following Individual Under 19 Boy and Girl Player Awards will also be made **by SWPSA**:
    - Goalkeeper of the Tournament
    - Defender of the Tournament
    - Attacker of the Tournament
    - Player of the Tournament
  - Additional Special Awards may also be made **by SWPSA**
30. **Dress Code for Managers, Coaches and Referees**
- All Coaches and Managers shall wear closed shoes and matching provincial attire during all matches
  - All referees must wear either full whites or Provincial attire or official tournament supplied attire and closed shoes and socks
31. **Advertising and Sponsorship**
- Advertising and Sponsorship opportunities are available. The advert on the **SWPSA App** will link directly into your company website and specials pages
32. **Travel, Accommodation, Airport Transfers and Internal Transport**
- Contact information in this regard pertaining to Flights, Bus Hire, Hotels etc. will be included on the **SWPSA App**
33. **Security**
- Security will be provided at all IPT venues
  - The LOC, SWPSA and IPT Venue Providers will not be liable for any loss, damage and/or injury of any nature whatsoever suffered by anyone, during the IPT
34. **Medical Contact Information**
- Paramedics will be on duty at all venues to treat minor injuries
  - Contact information for Hospitals, Doctors, Pharmacies, etc. will be included on the **SWPSA App**

35. **Parking**

- Parking will be available at all IPT venues
- The LOC, SWPSA and IPT Venue Providers will not be liable for any loss and/or damage to any vehicles whatsoever suffered, during the IPT

36. **Local Organising Committee (LOC)**

- Executive Committee:
  - Brad Rowe (Chairperson and Tournament Director)
  - Steve la Marque (Technical Director)
  - Mike Howieson (Treasurer)
  - Barbara Lavett
  - Dave Letschert
  - Jane Letschert
  - Tanya Bower

37. **LOC Sub-Sections**

- **IPT – Chairperson & Tournament Director:**
  - Brad Rowe
- **Governance/Policies:**
  - Tanya Bower
- **Finance:**
  - Mike Howieson
- **Fixtures:**
  - SWPSA Delegate
- **Referees**
  - Dion Willis
- **Logistics:**
  - Barbara Lavett
  - Dave Letschert
- **General Administration**
  - Tanya Bower
- **Match Tabling:**
  - Steve la Marque

- **Events Co-ordinator**
    - Dave Letschert
    - Jane Letschert
  - **SWPSA App and Social Media:**
    - Jane Letschert
    - Steve Tudhope (SWPSA Appointee)
  - **Discipline:**
    - Andrew Reeves
    - Brad Rowe (Tournament Director)
    - Cathy MacLeod
    - Kevin Adriaan
    - Lee-Ann Stewart
    - Ronnie Kuipers
  - **Team / Player Registration**
    - Barbara Lavett
    - Tanya Bower
    - SWPSA Appointee
  - **Photography:**
    - Jane Letschert
    - Fanus Schoeman (LOC Appointee)
  - **Sponsorships/ Advertisements:**
    - Dave Letschert
    - Jane Letschert
38. **Match Venue Details**
- **Kings Park Pool** (indoor and outdoor venue)
    - Venue Contact
      - Scott Mantle – [mantle@glenwoodhighschool.co.za](mailto:mantle@glenwoodhighschool.co.za)
    - Venue Address
      - Masabalala Yengwa Avenue, Battery Beach, Durban 4001
  - **Clifton School** (outdoor venue)
    - Venue Contact
      - Paul Martin – [pmartin@cliftonschooll.co.za](mailto:pmartin@cliftonschooll.co.za)
    - Venue Address
      - 102 Lambert Road, Morningside, Durban, 4001
      - <https://www.cliftonschooll.co.za>
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- **Crawford international – La Lucia** (outdoor venue)
  - Venue Contact
    - Richard Kohne – [rkohne@crawfordschools.co.za](mailto:rkohne@crawfordschools.co.za)
  - Venue Address
    - 79 Armstrong Avenue, La Lucia, Durban, 4001
    - <https://www.crawfordinternational.co.za/la-lucia>
  
- **Durban High School** (outdoor pool)
  - Venue Contact
    - Dylan Cronje – [dyl.cronje@gmail.com](mailto:dyl.cronje@gmail.com)
  - Venue Address
    - 255 St Thomas Road, Musgrave, Durban, 4001
    - <https://www.durbanhighschool.co.za>
  
- **Kearsney College** (outdoor pool)
  - Venue Contact
    - Pierre le Roux – [pleroux@kearsney.com](mailto:pleroux@kearsney.com)
  - Venue Address
    - 25 Old Main Rd, Bothas Hill, Outer West Durban, 3660
    - <https://www.kearsney.com/college>
  
- **Northlands Primary School** (outdoor pool)
  - Venue Contact
    - Lee-Anne Stewart – [animalkeet@gmail.com](mailto:animalkeet@gmail.com)
  - Venue Address
    - 20 Gleneagles Drive, Durban North, 4051
    - <https://www.northlandsprimary.co.za>
  
- **Northwood School** (outdoor venue)
  - Venue Contact
    - Jacques Richter – [jrichter@nwood.co.za](mailto:jrichter@nwood.co.za)
  - Venue Address
    - 140 Adelaide Tambo Drive, Durban North, 4051
    - <https://northwoodschool.co.za>

- **Reddam House Umhlanga** (outdoor venue)
  - Venue Contact
    - Hadyn Skinner – [hadyn.skinner@reddam.house](mailto:hadyn.skinner@reddam.house)
  - Venue Address
    - 21A Preston Drive, Prestondale, Umhlanga, 4319
    - <https://www.umhlanga.reddamhouse.com>
- **Westville Boys' High School** (outdoor venue)
  - Venue Contact
    - Andrew Stewart – [stewan01@wbhs.co.za](mailto:stewan01@wbhs.co.za)
    - Tanya Bower – [tbower@wbhs.co.za](mailto:tbower@wbhs.co.za)
  - Venue Address
    - 26 Wandsbeck Road, Dawncrest, Westville, 3629
    - <https://www.wbhs.co.za>

39. **General Information**

- **FINA Bye-Law: BL 9.8.3 Tie Breaking**
  - **BL 9.8.3.1** – If two (2) teams shall have equal points, further classification shall be established as follows:
    - **BL 9.8.3.1.1** – The team winning the game between them shall be placed higher
    - **BL 9.8.3.1.2** – If the game between them was tied, then the results against the highest placed team(s) in the group shall be considered
    - **BL 9.8.3.1.3** – The first comparison shall be based on goal difference, and if still tied, then based on goals scored
    - **BL 9.8.3.1.4** – The comparison shall be made first compared to the highest placed team (or teams, if tied) in the group
    - **BL 9.8.3.1.5** – If still tied, the results against the next highest placed team (or teams, if tied) shall be used in succession until all results have been considered
    - **BL 9.8.3.1.6** – If still tied, the teams shall shoot penalty shots to determine which team shall be placed higher. Each team shall nominate five (5) players and a goalkeeper who will participate in the penalty shoot-out. The team shall shoot five (5) penalty shots at the goal of the other team, alternating shots. 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. The procedure shall be conducted following the final game of the round or at the first practical opportunity

- **BL 9.8.3.1.7** – If there is more than one tie in a group, the highest placed tie shall be determined first
- **BL 9.8.3.1.8** – If it is the situation where there is more than one tie in a group and it is not possible to determine the highest placed team then all results within the group shall be used to determine the highest placed team
- **BL 9.8.3.2** – If three (3) or more teams have equal points, further classification shall be established as follows:
  - **BL 9.8.3.2.1** – The results among the tied teams shall determine which team is placed highest
  - **BL 9.8.3.2.2** – If, at any time during the application of the procedure set out in this BL 9.8.3.2, the highest placed team is determined and the number of tied teams is reduced to two (2), then BL 9.8.3.1 shall be used to determine which of the two (2) remaining teams is placed higher
  - **BL 9.8.3.2.3** – The comparison shall be made first, upon the points of the games among the tied teams, second, the goal difference, and third, based upon goals scored
  - **BL 9.8.3.2.4** – If still tied, the games played against the highest placed team (or teams, if tied) shall be considered
  - **BL 9.8.3.2.5** – The first comparison shall be based on goal difference, and if still tied, then based on goals scored
  - **BL 9.8.3.2.6** – If still tied, the results against the next highest placed team (or teams, if tied) shall be used in succession until all results have been considered
  - **BL 9.8.3.2.7** – If still tied, the teams shall shoot penalty shots to determine which team shall be placed highest. Each team shall nominate five (5) players and a goalkeeper who will participate in the penalty shoot-out. Each team shall shoot five (5) penalty shots at its opponent’s goal in alternate succession. The first team shall take its first penalty shot and then each other team shall take its first penalty shot, etc. If a tie shall exist after that procedure, the teams shall then take sets of alternate shots until one team misses and the other(s) score. The procedure shall be conducted following the final game of the round or at the first practical opportunity
  - **BL 9.8.3.2.8** – If there is more than one tie in a group, the highest placed tie shall be determined first



- **FINA Bye-Law: Penalty Shoot Out**
- **FINA rules below apply:**

If a penalty shoot-out is necessary, the following procedure shall be followed:

1. If it involves the two teams having just completed a game, the shoot-out will begin immediately and the same referees will be used
2. Otherwise, the shoot-out will occur 30 minutes following the completion of the final game of that round, or at the first practical opportunity. The referees involved in the most recent game of that round will be used, provided they are neutral
3. If two teams are involved the respective coaches of the teams will be requested to nominate five players and goalkeeper who will participate in the penalty shoot-out; the goalkeeper may be changed at any time provided the substitute was listed amongst the team list in that game
4. The five players nominated will be required to be listed in order and that order will determine the sequence in which those players will shoot at their opponent's goal; the sequence cannot be changed
5. No players excluded for the game are eligible to be listed amongst those players to shoot or substitute as goalkeeper
6. If the goalkeeper is excluded during the penalty shoot-out, a player from the nominated five players may substitute for the goalkeeper but without the privileges of the goalkeeper; following the taking of the penalty shot, the player may be substituted by another player or alternate goalkeeper. If a field player is excluded during the penalty shoot-out, the player's position is removed from the list of the five players participating in the penalty shoot-out and a substituted player is placed in the last position on the list
7. Shots will be taken alternately at each end of the field of play, unless conditions at one end of the field of play advantage and/or disadvantage a team, in which case all shots may be taken at the same end. The players taking the shots will remain in the water in front of their bench, the goalkeepers will change ends, and all players not involved must sit on their team bench
8. The team to shoot first will be determined by toss of a coin
9. Should teams still be tied following the completion of the initial five penalty shots, the same five players shall then take alternate shots until one team misses and the other(s) score
10. If three or more teams are involved, each team will shoot five penalty shots against each of the other teams, alternating at each shot. The order of the first shot will be determined by draw

40. **Indemnity**

- 40.1 It is specifically recorded that the members of the LOC and/or members of the executive committee of KwaZulu Natal Schools Water Polo ("KZNSWP") and/or their/its representatives do not accept any form of liability whatsoever arising from any code of conduct, policy or decision of whatsoever nature applied and/or enforced by SWPSA in respect of the 2022 IPT being hosted in Durban.
- 40.2 As such, any acts or omissions by any member of the LOC and/or member of the executive committee of WPSWP and/or their/its representatives, as a consequence of any code of conduct, policy and decision applied and/or enforced by SWPSA aforementioned for purposes of the said 2022 IPT, shall be without prejudice to the rights of the said LOC member(s) and/or member(s) of the executive committee of KZNSWP and/or their/its representatives.
- 40.3 It is further specifically recorded that the members of the LOC and/or members of the executive committee of KZNSWP and/or their/its representatives do not accept any form of responsibility or liability whatsoever, howsoever caused, including due to negligence, in respect of any loss or damage of whatsoever nature, injury or death suffered by any person in the course of the 2022 IPT, including, but not limited to, participants, officials, representatives, spectators, service providers or sponsors.