



# WATER POLO CANADA

1A-1084 Kenaston Street, Ottawa, ON, K1B 3P5

 613-748-5682  [www.waterpolo.ca](http://www.waterpolo.ca)

---

## **WATER POLO CANADA'S SAFE SPORT COMPLIANCE PROGRAM**

### ***What is Water Polo Canada's Safe Sport Compliance program?***

Water Polo Canada's Safe Sport Compliance program identifies which Safe Sport related elements are required for specific roles within the Canadian water polo community.

### ***How will Water Polo Canada (WPC) know when a Registrant is considered Safe Sport compliant?***

Throughout the 2023-2024 season WPC will be utilizing a platform called Sideline Learning to track all Safe Sport requirements for Registrants. Each Registrant will possess a Sideline Learning account which they can update with their requirement completion information and view the status of each of their assigned requirements.

Once a Registrant's information has been uploaded to the Sideline Learning platform the Registrant will receive an account activation email as well as individual emails for each requirement assigned to that Registrant based on their role. By receiving individual emails for each requirement, it allows Registrants to easily identify and submit/upload their requirements.

### ***Who will have access to this information?***

Similarly, to WPC's Event Management and National Registration database, only specific administrators will have the capacity to access the information listed in Sideline Learning. Each Provincial Sport Organization (PSO) will have an administrator who can view information relative to their province. WPC's Sport Development Manager, [Rebekka Steenkamer](#) and Safe Sport Compliance Coordinator, [Janis Loach](#) will oversee the entirety of the system and ensure that all WPC, PSO and Club\* requirements are met.

*\*Note: Club implementation will occur during the 2024-2025 season.*

### ***What if a Registrant has already added this information in WPC's Event Management and National Registration database. For example, Criminal Record Checks, Vulnerable Sector Checks, NCCP # for all NCCP modules?***

That is fantastic, your PSO and club are already one step ahead! WPC's Safe Sport Compliance Coordinator, [Janis Loach](#), will transfer all valid information listed on a Registrant's registration

profile to Sideline Learning, eliminating the need for a Registrant to complete additional uploading.

***How will Registrants know when their requirement submission has been processed?***

Once a Registrant has submitted/uploaded a requirement, WPC's Safe Sport Compliance Coordinator, [Janis Loach](#), will review the requirement and either approve or deny the submission based on WPC's requirement thresholds (see Appendix B).

A Registrant will receive an email from Sideline learning once their submission has been approved or denied.

***Will a Registrant receive reminder emails regarding any outstanding requirements?***

Yes, the Sideline Learning system will send reminder emails as the deadline date for requirement submissions approaches. Depending on the number of outstanding requirements a Registrant possesses, that Registrant could receive many reminder emails.

***How does a Registrant know what their role should be?***

WPC has identified five main role categories within the Canadian water polo community which are further subdivided based on registration category and/or level of participation. For information regarding each role and how it is defined, see Appendix A.

***How does a Registrant know which requirements they are obligated to complete?***

WPC has assigned specific requirements to Registrants based on their role. For more information regarding which Registrants have been targeted for which role, please see Appendix B.

***If my role only requires WPC's general requirements, does that mean I do not have to complete any other safe sport compliance elements listed in Appendix B?***

Appendix B only highlights the requirements assigned to those roles directly under WPC's jurisdiction (i.e., National Training & Competition Coaches, International Training & Competition Coaches, Competitive Player Registrant, WPC Athlete (SNTs and AGNTs), National Competition Referee, WPC Operations Staff, and all Volunteer roles). All other roles fall under PSO jurisdiction.

Whether your role is directly under WPC jurisdiction or not, each PSO can assign additional requirements to any of these roles. WPC will be building a Safe Sport Compliance Matrix for each PSO and all PSO requirements will also be tracked through Sideline Learning by WPC.

***What is the deadline to complete these requirements for the 2023-2024 season?***

The deadline to complete all WPC Safe Sport Compliance requirements is **March 15, 2024**.

However, if a Registrant is a participant of the National Championship League (NCL), this includes player registrants, coaches, officials, and volunteers, the following items must be completed **by December 31, 2023**:

- WPC Consent Form
- Enhanced Criminal Record Check
- [WPC Screening Disclosure Form](#)
- [CCES True Sport Clean Quiz](#)
- NCCP Safe Sport Training OR Respect in Sport for Activity Leaders
- Special Olympic's Diversity and Inclusion in Action Module
- All coaches must be at least Competition-Introduction Trained
- All referees must be at least Provincial Competition Referee Trained (previously Provincial Referee).

For a more information regarding NCL requirements please visit [WPC's website](#).

## APPENDIX A – SAFE SPORT COMPLIANCE ROLE DEFINITIONS

### Coaches

- ***Community Training & Competition***
  - A trained or certified coach at the club level working with Player Registrants involved in community, recreation or development programming and competition (i.e., Introduction and Community Registrants).
  - Competitions associated with this coaching role include but are not limited to club/community tournaments/Leagues (only for Community Registrants).
- ***Provincial Training & Competition***
  - A trained or certified coach working with Player Registrants involved in provincial programming and/or competition (i.e., Community and Provincial Registrants).
  - Competitions associated with this coaching role include but are not limited to provincial tournaments/Leagues and inter-provincial tournaments (only for Provincial level Registrants)
- ***National Training & Competition***
  - A trained or certified coach working with Player Registrants involved in national programming and/or competition (i.e., Competitive Registrants).
  - Competitions associated with this coaching role include but are not limited to national level tournaments/Leagues such as NCL, NPC, RDCs, and R.I.S.E. (only for Competitive level Registrants)
- ***International Training & Competition***
  - A trained or certified coach working with Athletes involved in international programming and/or competition (i.e., Senior National Teams and Age Group National Teams).
  - Competitions associated with this coaching role include but are not limited to international level tournaments/Leagues hosted by PanAm Aquatics or World Aquatics.

### Player Registrants & Athletes

- ***Free Trial (Short-Term) Member Player Registrant***
  - This role is linked to the free trial (short-term) members registration category which is intended for individuals trying water polo for the **first time on a one-time basis for a maximum of fourteen (14) consecutive days from the first day they enter the water** (i.e., If an individual starts their free trial on June 1, 2023, their trial will end June 15, 2023).
- ***Introduction Player Registrant***
  - This role is linked to the introduction registration category which is intended for Registrants new to the sport of water polo OR Registrants who participate in non-competitive, year-round water polo programming targeting the development of basic water polo skills.
- ***Community Player Registrant***
  - This role is linked to the community registration category which is intended for Registrants who are participating in year-round introductory competitive water polo programming and specifically targets youth and adults who play casually.
- ***Provincial Player Registrant***
  - This role is linked to the provincial registration category which is intended for youth who have moved beyond the introductory level (as defined by their PSO) and adults who train and/or compete regularly.
- ***Competitive Player Registrant***
  - This role is linked to the competitive registration category and is intended for Registrants who train and/or compete regularly at the highest level of water polo in Canada.

- **WPC Athletes (SNTs & AGNTs)**
  - This role is linked to the competitive registration category and is intended for Athletes who train and/or compete regularly on the international stage representing Canada.

## Referees

- **Community Competition Referee**
  - A trained or certified referee at the club level working with Player and Coach Registrants involved in community, recreation or development competition (i.e., Community Sport Referee – previously Regional Referee).
  - Competitions associated with this referee role include but are not limited to club/community tournaments/Leagues (only for Community Registrants).
- **Provincial Competition Referee**
  - A trained or certified referee working with Player and Coach Registrants involved in provincial competition (i.e., Community Sport Referee – previously Regional Referee and Provincial Competition Referee – previously Provincial Referee).
  - Competitions associated with this referee role include but are not limited to provincial tournaments/Leagues and inter-provincial tournaments (only for Provincial Registrants).
- **National Competition Referee**
  - A trained or certified referee working with Player and Coach Registrants involved in national competition (i.e., Provincial Competition Referee – previously Provincial Referee and National Competition Referee – previously National Referee).
  - Competitions associated with this referee role include but are not limited to national level tournaments/Leagues such as NCL, NPC, RDCs, and R.I.S.E. (only for Competitive Registrants).

## Staff

- **Club Operations Staff**
  - A paid staff member at the club level that makes operational decisions relative to the development of the sport of water polo for their club and typically is in direct communication with their Registrants.
- **PSO Operations Staff**
  - A paid staff member at the PSO level that makes operational decisions relative to the development of the sport of water polo for their province and typically is in direct communication with their Members (i.e., clubs).
- **NSO Operations Staff**
  - A paid staff member at the NSO level that makes operational decisions relative to the development of the sport of water polo in Canada and typically is in direct communication with their Members (i.e., PSOs).

## Volunteers

- **Volunteer Decision Makers**
  - A volunteer at the club, PSO or NSO level that makes governance decisions relative to the development of the sport of water polo at their respective level (i.e., Board Members).
- **Volunteers with Direct Athlete/Player Registrant Contact**
  - A volunteer at the club, PSO or NSO level that has direct contact with Athletes or Player Registrants (i.e., Team Managers, Team Chaperones, Team Event Drivers, etc.).
- **Volunteers with Non-Direct Athlete/Player Registrant Contact**
  - A volunteer at the club, PSO or NSO level that does not have direct contact with Athletes or Player Registrants (i.e., Spectator Liaison, Event Photographer, Minor Officials, NCL/NPC videographer, etc.).

## APPENDIX B - SAFE SPORT COMPLIANCE WPC MATRIX



	WPC CONSENT FORM	WPC SCREENING DISCLOSURE FORM	WPC ATHLETE AGREEMENT	CRC - POLICE CHECK	Anti Doping - CCES True Sport Clean (Untracked) Quiz	MAKE ETHICAL DECISIONS	MAKE ETHICAL DECISIONS ONLINE EVALUATION	SAFE SPORT TRAINING	UNDERSTANDING THE RULE OF TWO	DIVERSITY AND INCLUSION IN ACTION	ANTI-RACISM IN COACHING	DECISION MAKING FOR OFFICIALS	SKILLED INTERACTION FOR OFFICIALS	MAKE HEAD WAY (GENERIC)	RESPECT IN SPORT	RESPECT IN WORKPLACE
<b>COACH - COMMUNITY TRAINING &amp; COMPETITION</b>																
Head Coach																
Assistant Coach																
<b>COACH - PROVINCIAL TRAINING &amp; COMPETITION</b>																
Head Coach																
Assistant Coach																
<b>COACH - NATIONAL TRAINING &amp; COMPETITION</b>																
Head Coach																
Assistant Coach																
<b>COACH - INTERNATIONAL TRAINING &amp; COMPETITION</b>																
Head Coach																
Assistant Coach																
<b>PLAYER REGISTRANT - FREE TRIAL (SHORT TERM) MEMBERS</b>																
PLAYER REGISTRANT - INTRODUCTION																
PLAYER REGISTRANT - COMMUNITY																
PLAYER REGISTRANT - PROVINCIAL																
PLAYER REGISTRANT - COMPETITIVE (For over 16 year olds)																
ATHLETE - WPC (SENIOR NATIONAL TEAMS AND AGNTS)																
<b>REFEREE - COMMUNITY COMPETITION</b>																
REFEREE - PROVINCIAL COMPETITION																
REFEREE - NATIONAL COMPETITION																
<b>STAFF - CLUB OPERATIONS</b>																
STAFF - PSO OPERATIONS																
STAFF - WPC OPERATIONS																
<b>VOLUNTEER - DECISION MAKERS</b>																
VOLUNTEER - DIRECT ATHLETE/PLAYER																
VOLUNTEER - NON-DIRECT ATHLETE/PLAYER																

Either option is acceptable to WPC

### REQUIREMENT THRESHOLDS

- ONE TIME ONLY REQUIREMENT
  - NCCP Make Ethical Decisions
- YEARLY:
  - WPC Consent Form
  - WPC Screening Form
  - WPC Athlete Agreement
- EVERY 3 YEARS *(must be valid from August 31st 2021 to August 31st 2024 for this season)*
  - Enhanced CRC
- EVERY 4 YEARS *(must be valid after August 31st 2020 for this season)*
  - Respect in the Workplace

- EVERY 5 YEARS *(must be valid after August 31st 2019 for this season)*
  - CCES True Sport Clean (Untracked) Quiz
  - NCCP Make Ethical Decisions Online Evaluation
  - NCCP Understanding the Rule of Two
  - NCCP Diversity and Inclusion in Action
  - NCCP Anti-Racism in Coaching
  - NCCP Making Head Way (Generic)
  - NCCP Safe Sport Training OR Respect in Sport for Activity Leaders\*
  - NCCP Decision Making for Officials
  - NCCP Skilled Interaction for Officials

\*Note: The Respect in Sport for Activity Leaders will be required every 4 years whereas the NCCP Safe Sport Training module will be required every 5 years.