



STATE TEAM SELECTION POLICY

Version 6

Version	Approved Date	Effective Date	Content reviewed/purpose
1.0	18.06.2021		
2.0	12.07.2023		Introduction of policy
3.0	21.08.2023		Competition alignment
4.0	09.05.2024		Updated terminology to CEO Updated number of state team
5.0	16.06.2025		To insert Appeals process changes to performance program and roles of the HPC/STSP
6.0	18.05.2026		Athlete absences Officials selections Head of Selectors practicality WPA Integrity Plan WPA Draft Process Policy changes

Contents

WATER POLO WA STATE TEAM SELECTION POLICY	3
1. DEFINITIONS	3
2. PURPOSE	4
3. STATE TEAM SELECTION PANEL (STSP) STRUCTURE	4
4. STATE TEAMS	4
5. SELECTION PROCESS	5
5.1 ATHLETE SELECTION	6
5.2 ATHLETE ELIGIBILITY CRITERIA	7
5.3 ATHLETE ABSENCES	7
5.4 REMOVAL AND REPLACEMENT OF SELECTED ATHLETES	7
5.5 POLICY BREACHES	8
5.6 ADDITIONAL ATHLETES TO STATE SQUAD OR STATE TEAM	9
6. COST	9
7. STATE TEAMS – OFFICIALS’ SELECTION	9
7.2 PROCESS	9
7.3 ELIGIBILITY OF OFFICIALS	10
8. REQUEST FOR APPEAL	11
9. CONFIDENTIALITY REQUIREMENTS	14
APPENDIX 1: STATE TEAM SELECTION PANEL CONFIDENTIALITY AGREEMENT	15
APPENDIX 2: STATE COACH CODE OF CONDUCT	17
APPENDIX 3: ATHLETE ASSESSMENT MATRIX EXAMPLE	21
APPENDIX 4: PERFORMANCE Vs POTENTIAL MATRIX FOR INITIAL TALENT ID AND SELECTION	22
APPENDIX 5: WATER POLO INTEGRITY REQUIREMENTS AS STIPULATED IN THE WPA INTEGRITY EDUCATION PLAN	23

WATER POLO WA STATE TEAM SELECTION POLICY

This policy may be amended or supplemented by Water Polo WA (WPWA) at its discretion to achieve the objectives of the organisation. Specifically, the policy may be amended where matters arise which, in the sole opinion of WPWA have not been provided for in this policy, or where the literal application of this policy would not achieve the objectives.

Any variation or amendment must be in writing, approved by the WPWA Board and given by the Chief Executive Officer (CEO) on behalf of WPWA who will provide as much notice as possible to all persons affected by any amendment(s) in or supplement to this policy.

1. DEFINITIONS

- “Appellant” refers to a person who appeals or applies to appeal a decision and is a relevant term during the Appeals process.
- “Athlete” means all players in the affiliated WPWA competitions.
- “CEO” means the Chief Executive Officer of WPWA.
- “CMS” means the approved electronic management system used for the registration of teams, players and competitions ie Revolutionise
- “HOS” means the Head of Selectors appointed by the High-Performance Committee (HPC).
- “HPC” means the High-Performance Committee appointed by WPWA.
- “Officials” means Coaches, Assistant Coaches (if applicable), Managers, and Physiotherapists.
- “STSP” refers to the State Team Selection Panel and the convened panel to select the State Squad(s) and State Team(s).
- “PPO” refers to Pathways and Program Officer and appointed employee within WPWA.
- “WA PP” refers to the WA Performance Pathway program.
- “WPA” means Water Polo Australia Ltd
- “WPWA” means Water Polo Western Australia Incorporated.
- “WPWA Board” means the board of Water Polo Western Australia Incorporated.

This policy does not apply to State Country or ~~State Masters~~ Teams.

2. PURPOSE

This State Team Selection Policy applies the following principles:

- Select State Squads from which respective State Team(s) are selected, compete, and represent WPWA in the Water Polo Australia National State Championships.
- Select the best combination of Athletes to form a State Team to achieve success at the respective National State Championships.
- Employ a fair and transparent selection process to ensure all Athletes have the opportunity to challenge for positions in State Squads and State Teams.
- Identify the best Officials to establish and maintain an environment for Athletes that is educational, motivational and growth-focused.
- Complete the selection process in an appropriate timeframe.
- Complete the Officials appointment process in an appropriate time frame.

3. STATE TEAM SELECTION PANEL (STSP) STRUCTURE

A STSP will be established for each age group and gender. Each STSP will be comprised of a minimum of three (3) individuals:

- The Head of Selectors (HOS).
- The appointed age group team coach; and
- At least one member with suitable knowledge and experience. This individual should have limited or no conflict of interest with any Athlete vying for selection. This member may sit on multiple State Selection Panels.

4. STATE TEAMS

WPWA is allocated by Water Polo Australia (WPA) the following maximum number of State Teams to be entered into the respective National State Championships:

	15 & U	17 & U
Male	1 team	1 team
Female	1 team	1 team

The number of State Teams from WA to enter the National State Championships is determined by the HPC for each gender and age group and recommendations are ratified by the WPWA Board.

5. SELECTION PROCESS

The selection process for Athletes in WPWA State Teams applies the following steps:

- 1) State Team Athlete nomination forms are made available to Athletes, clubs, and associations for each gender and age group. State Team Athlete nomination forms must be returned by the due date outlined on the form. To nominate, Athletes must be current financial members of WPWA and Water Polo Australia (WPA) and be in good standing. Refer to eligibility criteria below.
- 2) WPWA will determine the date, time, and location of State Squad selection trials for gender and age groups in conjunction with the Head Coach.
- 3) Athlete selection to State Squads will be determined through assessment by the STSP using the Athlete Assessment Matrix (*Appendix 3*) or other testing regime and will take into consideration team composition requirements for a State Team.
- 4) Athletes selected to State Squads must commit to the training program for their gender and age group. Training exemptions may be considered only by application to the HPC using the “Supporting Information for Athletes Missing State Trials/Squad /Team Sessions” form. This form will be available at registration. Decisions on exemptions and eligibility for players to remain in consideration for a State Team will reside with the HPC in their absolute and sole discretion.
- 5) When operating, State Squad training programs are coordinated and delivered by WPWA. Athletes will be advised of the training and commitment required.
- 6) When selected or non-selected as a State Team representative (including reserves and or train-ons), the information will be communicated to selected and non-selected Athletes by published dates.
- 7) The STSP reserve the right to select reserves and or train-on Athletes for a State Team. These positions are non-travelling unless required to fill a State Team member position. Reserves and train-ons are expected to abide by the same conditions and commitments to the training requirements as State Team members, unless directed otherwise by the Head Coach.
- 8) A State Team Appeals process applies as set out in Clause 8.
- 9) Athletes who wish to apply as a draft player must first satisfy the State's process for selection, on non-selection Athletes must email the Competition Co-ordinator to express their interest in applying. All applications will be reviewed by the HPC for consideration for submission to WPA.
- 10) Athletes selected for State Teams must commit to training and representation requirements. Selected Athletes are required to sign the Code of Conduct provided by WPWA.
- 11) Once the selection process has been completed and the team selected by the STSP, the

team list will be provided to the CEO for approval by the HPC and to the WPWA Board for ratification.

5.1 ATHLETE SELECTION

The STSP select Athletes to the State Squad, who, to the satisfaction of the STSP in its sole discretion, achieve the optimum Squad/Team compatibility and balance to achieve the best possible results for Western Australia.

The STSP are aware and will manage the following cognitive bias in the selection of Athletes:

- i) Relative age effect – the tendency for Athletes born in the early months of the eligibility cut-off to be overrepresented at age-group level competitions. This is because they are, on average, larger and more physically mature than their peers. This can mean they are more ‘effective’ in the game at that moment in time. As such coaches/selectors who confer current physical fitness/ability with future potential (or outcomes) are more likely to favour these Athletes.
- ii) Similarity bias – the tendency to favour Athletes whom they are more familiar, have worked with previously, etc.
- iii) Confirmation bias – the tendency to look for information that reinforces beliefs about something/someone (yet, ignore or not value information that might challenge that belief).
- iv) Roster management bias – the tendency to select Athletes based on their ability to fill a specific role on the team, rather than their overall ability as an Athlete.

Athlete selection for State Squads and State Teams will be on the following criteria, with the combination of the below information informing the selection discussion and decisions:

- Consistency and quality of performances in competitions within the past 24 months. For the avoidance of doubt, not all performances during the 24-month period need to be considered, but performances for a period of up to 24-months may be considered by the STSP. Performance beyond that time frame will not be considered.
- Composition and balance of the State Squad and State Team including but not limited to positional coverage relevant to the style of play decided upon by the coach.
- The Athlete’s coachability, willingness, and desire to improve as an Athlete.
- The attributes described in the Athlete Assessment Matrix (*Appendix 3*), including:
 - Physical capacity including fitness to perform at the required level in competition.
 - Technical skills to perform at the required level in competition.

- Tactical awareness and decision-making in competition.
- Performance Factor relates to the player's ability to combine all their abilities to perform in pressure situations against competitive opponents.
- Team Performance Behaviours refer to the Athlete's contribution to the State Squad/State Team both in and away from the competition environment which may include but not be limited to leadership capability, behaviour and overall contribution to the program's performance and ability of the Athlete to demonstrate the relevant values and behaviours.
- The performance vs potential matrix for talent identification as set out in Appendix 4.

5.2 ATHLETE ELIGIBILITY CRITERIA

To be eligible for selection to the State Squad and, or State Team an Athlete must:

- Meet the training requirements of state team program
- Be in good financial standing with WPWA and WPA.
- Be a current registered member of WPWA and WPA.
- At all times acted in a proper manner and not have engaged in any conduct that has, or is likely to bring WPWA, WPA, the Athlete, or the sport of water polo into disrepute, censure or ridicule.

5.3 ATHLETE ABSENCES

Athletes registering for trials must complete the "Supporting Information for Athletes Missing State Trials/Squad /Team Sessions" form. This form will be available at registration and, once completed, will be reviewed by HPC.

Athletes who are unable to attend all trials or will miss 3 or more consecutive training sessions must email the Competition Coordinator at the earliest possible opportunity.

For one-off or infrequent occurrences where Athletes are unable to compete at tournaments, training camps, or other attendances required under this policy, they must advise the relevant Coach of this absence and the reason, therefore, at the earliest possible opportunity.

5.4 REMOVAL AND REPLACEMENT OF SELECTED ATHLETES

The HPC may, in its absolute discretion, remove athletes from the relevant State Squad or Team at any stage, subject to the criteria set out below:

- 1) **Injury or illness** – Where a legitimate concern is raised regarding a change in an Athlete's capacity to perform as expected from when the State Squad/State team was selected,

Athletes may be assessed by a qualified health practitioner nominated or agreed to by WPWA, who assess the Athlete. If the player is declared unable to perform to expectation, they may be replaced in the team.

- 2) **Breach of this or other relevant policy**, including a breach or failure to observe the WPA policies adopted by WPWA, including and not limited to the WPA [Code of Conduct](#) or WPA [Improper Use of Drugs and Medicine Policy](#) requirements. Athletes who, due to poor behaviour, are being considered for replacement will be counselled by the relevant State Coach to give them the opportunity to rectify the situation. A mutually agreed-upon time will be set by the State Coach and athlete(s), and at the end of that time, the situation will be reassessed.
- 3) **Failure to pay fees** within published timeframes.
- 4) **Failure to complete the mandatory Sport Integrity Australia (SIA) requirements** to compete in the National State Championships within published timeframes.
- 5) **Failure to return all required State Team documentation** within published timeframes. Forms include Medical Forms, a signed Code of Conduct, and any other forms required by WPWA.
- 6) **Failure to meet the requirements of the State Team program.**

5.5 POLICY BREACHES

WPWA will take all breaches of policy seriously and will ensure all matters are dealt with in a timely manner and with both confidentiality and sensitivity.

In all cases, a written report will be prepared by the relevant State Team Coach and HOS (~~by gender~~) and submitted to the WPWA CEO, explaining the circumstances, any relevant background, and the action taken. It is expected that before a decision to replace an Athlete is made, the WPWA CEO will consult with the HPC.

Disciplinary action may be taken against a person who is found in breach of this policy and all other applicable policies. A Breach of the WPA Code of Conduct will be handled in accordance with the [WPA Conduct and Disciplinary policy](#), which WPWA adopts.

WPWA will advise the Athlete in writing of their removal from the State Squad or State Team, and the reasons for such. If an Athlete is to be replaced, the STSP be tasked with the process of selecting a replacement Athlete.

5.6 ADDITIONAL ATHLETES TO STATE SQUAD OR STATE TEAM

The STSP may, with the approval of the WPWA Board, add Athletes to the relevant State Squad or State Team at any stage, subject to those Athletes satisfying the relevant selection criteria.

6. COST

WPWA undertakes the conduct of State Teams as a cost-neutral exercise. WPWA does not make any profits from State Teams and only seeks to recover the cost of administration costs and training and competing in the National State Championships.

Costs for competing in the National State Championship may be equalised across all competing Athletes including flights, accommodation, ground transfer, Officials and referee expenses, team nominations, and pool hire.

7. STATE TEAMS – OFFICIALS’ SELECTION

7.1 GENERAL

- 1) The appointment of State Team Officials: Head Coaches, Assistant Coaches, and Team Managers is event-specific and duties shall include any pre-event training and organisation and post-event follow-up and reporting that may be required.
- 2) Selection preferences for Managers will be given to those who best meet the objectives and have the most experience. The HPC may take into account if applicants have family members in the representative team.
- 3) The HPC will recommend the Coach of each team contribute to the selection of Team Managers.
- 4) All appointments of State Team Officials must be ratified by the WPWA Board.

7.2 PROCESS

The selection of Officials will follow the steps below:

- 1) The HPC review the documentation provided by applicants who submit an expression of interest within the allocated timeframe.
- 2) The HPC will select team Head Coaches, Assistants, and Managers.
- 3) Water Polo WA reserves the right, at its sole discretion, to identify and directly approach suitably qualified individuals who have not submitted a formal application if the selection panel determines that applicants received do not meet the required standard or are otherwise unsuitable for appointment

- 4) Applicants are notified of their application status in writing by the CEO of WPWA following the decision made by the HPC, and approval by the WPWA Board.

7.3 ELIGIBILITY OF OFFICIALS

- 1) No person is eligible to be appointed to State Team Coach, if he, she or they have a family member (e.g. brother, sister, son or daughter), who is standing for selection in that State Squad or State Team, or if by reason of relationship with a prospective member of the State Squad or State Team would be reasonably considered to be other than impartial.
- 2) The WPWA Board may recommend to the HPC that in exceptional circumstances where the Board is of the opinion that no bias is likely, a coach otherwise be appointed. Such a recommendation shall be at the sole discretion of the Board.
- 3) The minimum requirements to be considered for a State Team Coach appointment are as follows:
 - i. Coaching experience in water polo
 - ii. Current and valid Working with Children Card.
 - iii. Completion of Sport Integrity Australia (SIA) education programs relevant to the National State Championships stipulated by WPA.
- 4) In addition, the HPC will consider the following factors:
 - i. Does the coach demonstrate a growth mindset in relation to their own development as a coach?
 - ii. Is the coach's behaviour consistent with community expectations in relation to the treatment and development of young people?
 - iii. Consultation with the coach's current Club/Association/School to determine the level of Athlete engagement, enjoyment and retention of Athletes in their teams. This can be assessed by attendance rates at training and if players stay with the coach over multiple seasons.
 - iv. Observation of the coach in action, during local games, to enable the appointment panel to assess suitability for the role applied.
 - v. Does the coach have the requisite skills to lead and manage a group of young people on an interstate tour, if not, is there appropriate support that can be put around them to do this?
 - vi. Strategic focus by WPWA on coach development, i.e. female coaches.

8. REQUEST FOR APPEAL

The sole grounds for any appeal are that the selection policy was not properly followed and/or implemented. All parties involved in Appeal hearings or outcomes will maintain confidentiality.

8.1. APPEAL PROCESS

- 1) Both Athletes and Officials can appeal against unsuccessful selection.
- 2) Any appeal by an Athlete or Official against non-selection or removal from the State Team must be made in writing (may be submitted by post, email or hand delivered) to the CEO within 48 hours of the announcement of the relevant selection decision. The request for an appeal must state:
 - i. The decision in question,
 - ii. The grounds on which the appeal is being made,
 - iii. reasons or circumstances supporting the alleged grounds of appeal.
- 3) The request is to come from the Appellant who must be the individual who has not been selected or a parent/guardian where the Appellant is under the age of 18 years.
- 4) Requests for Appeals by Athletes removed from a State Team or State Official role will be handled as outlined in the WPA Conduct and Disciplinary Policy.
- 5) The CEO will in the first instance, discuss the matter with the Chair of the HPC. The CEO will seek to determine whether there are proper grounds for appeal that are sufficient to warrant further consideration by the Appeals Panel before any Appeals Panel members are appointed. The CEO has sole power to summarily dismiss the Appeal on the basis that there are insufficient grounds, and without giving reasons, or to confirm that the Appeals Panel be formed for full consideration of the grounds of Appeal.
- 6) The Chair of the HPC will form an Appeals Panel to determine the appeal. No person is eligible to be appointed to the Appeals Panel if they are a member of the relevant STSP, or by reason of their relationship with the Appellant, or any member of the State Squad or State Team would be reasonably considered to be other than impartial.

- 7) The Appeals Panel will consist of three individuals with no conflict, perceived or actual and impartial to the selection process of the Athlete involved:
 - i. The HOS of the opposite gender, i.e. where the Athlete in question is a member of a Male State Team, the Head Selector of the Female Teams will attend.
 - ii. A member of the HPC. This person must not have been an active STSP member.
 - iii. A WPWA Board member
- 8) The Appeals Panel members will elect a Chair.
- 9) Where the Appellant challenges the impartiality of any one or more Appeals Panel member, the challenge will be determined by the Appeals Panel Chair sitting alone, unless that challenge relates to the Chair, in which case it will be determined by:
 - i. CEO; or
 - ii. If the CEO is unavailable or unable to act, the other Appeals Panel members.
- 10) The Appeals Panel will convene a hearing as soon as possible and no later than five working days after the request for an appeal. The hearing may be conducted in a manner as the Chair decides. The Appeals Panel is not bound by the rules of evidence but must observe principles of procedural fairness and due process.
- 11) The following persons are entitled to attend the hearing:
 - i. The Appellant must attend and participate in the hearing and those under 18 years must be accompanied by their adult support person, who should be their parent or guardian
 - ii. Any person that the Chair, in their absolute discretion, believes will assist the hearing and invites to attend the hearing for that purpose.
 - iii. Legal practitioners are not permitted to appear before or represent a party at an Appeals Panel hearing unless in their personal capacity as a party to the matter, i.e. a Board Member, or a parent or guardian of an Appellant under the age of 18 years who is a legal practitioner by profession.
- 12) The Appeals Panel will provide its decision as soon as practicable following the panel hearing. It will state reasons for its decision to the WPWA CEO, who will give it to the Appellant.
- 13) There is no right of appeal from the decision made under clause 8.1.

8.2 APPEALS PANEL ROLES AND RESPONSIBILITIES

- To convene an Appeals Panel hearing as soon as is reasonably practicable after receipt of the appeal and no later than within five working days after WPWA receiving the appeal.
- Provide the Appellant and the STSP every opportunity to be heard.
- Give due consideration to any written statement by the Appellant.
- Allow all relevant parties to be present at the hearing, and where under the age of 18 years must be accompanied by their adult support person, who should be the Appellant's parent or guardian.
- Consider all relevant and available information and shall arrive at a finding.

8.3 APPEALS PANEL PROCEDURE

- 1) The Appeals Panel hearing will be conducted in such a manner as the Appeals Panel members see fit and may, in their absolute discretion:
 - i. Consider any evidence, and in any form that it considers relevant
 - ii. Question any person giving evidence
 - iii. Limit the number of witnesses, and
 - iv. Act in an inquisitorial manner in order to establish the truth of the matter before it
- 2) Without limiting the Appeals Panel's power to conduct the hearing as it sees fit, the hearing will proceed according to the following steps:
 - i. At the commencement of a hearing, the Chair will identify the Appeals Panel members and determine whether each party is present.
 - ii. Each party will be notified of their right to remain in the hearing until all evidence is presented but not to be present while the Appeals Panel considers its findings.
 - iii. The Chair shall advise all those persons present of the method of recording the hearing (if any).
 - iv. Each party shall proceed to give evidence, and the witnesses (if any) shall be called upon to give their evidence in turn. Each party may ask questions.

- v. Any witnesses are entitled to leave after giving evidence, unless otherwise directed by the Appeals Panel members. Witnesses shall be entitled to remain in the hearing room after giving evidence with the permission of the Appeals Panel members.
 - vi. The Appeals Panel members will allow those under the age of 18 years time to consult with their adult support person if considered necessary.
 - vii. The Appeals Panel may allow evidence to be given by telephone or video conferencing.
- 3) An Appeal in respect of a decision made for selection, the Appeals Panel has the power to:
- i. Dismiss the Appeal;
 - ii. Uphold the Appeal and direct the STSP to reconsider its decision under the policy.
- 4) The STSP shall comply with the findings and decision of the Appeals Panel hearing
- 5) The Appeals Panel will notify the CEO in writing of the outcome of the hearing, who shall notify the Appellant and the WPWA Board as soon as practical after the hearing. The written report must include a summary of the decision.
- 6) The Appeals Panel is not required to give reasons for its decision.
- 7) If the STSP is required to reconvene, a meeting will be required as soon as is practicable and no later than within five working days of the Appeals Panel hearing.

9. CONFIDENTIALITY REQUIREMENTS

All STSP members will be required to sign a WPWA Confidentiality Agreement as set out in Appendix 1. Contravention of the Confidentiality Agreement will lead to removal from the STSP.

STSP members will be required to declare any conflicts of interest in relation to the Athlete selection process. A register of conflicts of interest will be managed by the HOS and reviewed by the HPC.

APPENDIX 1: STATE TEAM SELECTION PANEL CONFIDENTIALITY AGREEMENT

Water Polo Western Australia (“WPWAI”) STATE TEAM SELECTION PANEL CONFIDENTIALITY AGREEMENT

Parties

- Water Polo Western Australia Inc. (WPWAI)
- State Team Selection Panel (STSP) member: [Full name] of [address] (Member)

Date: [insert]

1. Purpose

In acting as a representative of WPWAI, the role of the State Team Selection Panel is critical to the integrity process and appointment of athletes to represent Western Australia.

2. Roles and Responsibilities of STSP Member

As a member of the STSP you are required to be cognizant of and abide by the following:

1. Communication between members of the selection group:
 - a. Discussions or correspondence regarding the selection process are not to be entered in to with any athletes, parents or other stakeholders during or after the selection process, unless such discussions are approved by HPC.
 - b. If at any point STSP members are conflicted or feel they are being coerced, bullied or influenced to not act within the process or with regard to a fair and equal opportunity for all applicants, they are to advise the WPWA CEO and the HOS immediately.
2. Any relevant correspondence will be channelled through the HOS and approved by the CEO prior to dissemination to any Athlete
3. All Athletes are to be treated equitably
4. The decision of the STSP is binding on all members of the panel.
 - a. The decision on the selection of Athletes or Officials binds everyone on the panel, even if individuals disagree with the final decision
 - b. STSP members shall not make any comments publicly
5. STSP members should always be aware of, and manage cognitive bias as set out in Clause 5.1 of the Selection Policy

3. Conflicts of Interest

STSP Members must:

- Declare all **actual, potential, or perceived** conflicts of interest. A COI Register will be maintained. (Schedule A)
- Update declarations promptly throughout the Selection period



Execution

For and on behalf of Water Polo Western Australia Inc.

Name: Natalie Butler

Title: Chief Executive Officer

Signature: _____ Date: / / 2026

STSP Member

Name: _____

Signature: _____ Date: ___ / ___ / _____

Email: _____

Phone: _____

Schedule A – Declarations

A1. Conflict of Interest Declaration

Conflicts declared:

- _____
- _____

[] I have no conflicts to declare.

Signed:

Date:

APPENDIX 2: STATE COACH CODE OF CONDUCT

Water Polo Western Australia (“WPWAI”) STATE TEAM COACH agreement

Parties

- **Water Polo Western Australia Inc. (WPWAI)**
- **State Team Coach** [Full name] of [address] (Member)

Date: [insert]

4. Purpose

In acting as a representative of WPWAI, the role of the State Team Coach is critical to the experience and performance of team members and the delivery of a training program that supports a successful Championships for Western Australia.

Water Polo WA support and practice the principles of the *Think. Act. Play.* Program. As a State Team Coach, there is an expectation of a high level of professionalism and behaviour.

5. Term

- **Commencement:**
- **Conclusion:** Automatically upon WPWAI’s receipt of a final team report and review.
- Early termination as per clause 9

6. Roles and Responsibilities of State Team Coach

The State Team Coach agrees to:

6.1 Conduct

1. Act in the best interest of WPWAI, its athletes and not individuals, clubs or groups
2. Abide by WPWAI’s Code of Conduct Principles that form part of Water Polo Australia’s Member Protection Policy, including:
 - a. Respect the rights, dignity, and worth of every human being.
 - b. Ensure the time spent by Athletes under your care is a positive one.
 - c. Treat each Athlete as an individual.
 - d. Provide a drug-free environment.
 - e. Be fair, considerate, and honest with Athletes.
 - f. 6. Be professional and accept responsibility for your actions and make a commitment to providing a quality service to the Athletes
 - g. Operate within the rules of your sport
 - h. Refrain from inappropriate behaviour towards coaches, staff, athletes, other officials and parents

6.2 Child Safeguarding

1. Adhere to the Safeguarding Children and Young People Policy and prohibited conduct
2. Provide evidence of a valid Working with Children Check (WWCC)

3. Report any concerns of allegations of Prohibited Conduct involving any relevant person or relevant organisation
4. Avoid any physical contact with athletes, unless:
 - a. Appropriate to the situation
 - b. Be showing concern and caution towards sick and/or injured athletes
5. Follow all required communication channels as directed by Water Polo WA for underage athletes
6. Adhere to WPWAI social media policy and image consent requirements of underage athletes

6.3 Integrity Education Requirements

Complete all education requirements as per the WPA Integrity Education Plan including:

1. Anti-Doping Fundamentals
2. Annual Update
3. Safeguarding Children and Young People in Sport Induction
4. Safe and Effective Coaching of Young Athletes in High Performance Sport

7. Roles and Responsibilities of WPWAI

WPWAI will:

- Appoint a State Team Coach, following Board endorsement
- Provide information to support communication between coaches, managers and athletes under the Safeguarding Children and Young People requirements
- Provide relevant information to support the Coach's role
- Support the logistical planning of State Team trainings
- Clarify reporting lines, decision rights and any other communication requirements
- Maintain appropriate information throughout the duration of the State Team program.

8. Remuneration and Expenses

- This is a volunteer position
- Reasonable **pre-approved** expenses will be reimbursed according to WPWAI policy submission of valid receipts
- Accommodation, flights and ground transport are covered by WPWA.

9. Confidentiality

The State Team Coach must:

- Keep all **confidential information** strictly confidential, including player selections, data, analysis or other relevant information
- Not share information with stakeholders or third parties
- Return any relevant materials upon request at the end of the Term.
- Personal information must be handled in accordance with the **Privacy Act 1998 (Cth)**, Australian Privacy Principles and WPWAI's Privacy Policy
- Any suspected breach must be reposted immediately to WPWAI CEO

Confidentiality obligations continue for **three (3) years** after the Agreement ends.

10. Conflicts of Interest

The State Team Coach must:

- Declare all **actual, potential, or perceived** conflicts of interest. A COI Register will be maintained. (Schedule A)
- Update declarations promptly throughout the Term.

11. Conduct & Integrity

The State Team Coach agrees to comply with:

- WPWAI Member Protection and Integrity policies
- Child Safeguarding standards
- Anti-Discrimination, Anti-Bullying and Harassment frameworks
- Any additional policies identified by WPWAI,

12. Termination

WPWAI may terminate this Agreement immediately if the State Team Coach:

- Breaches confidentiality or WPWAI policy
- Fails to declare or manage COIs
- Behaves in a manner that brings WPWAI or the Sport into disrepute
- Engages in misconduct
- Engages in any Prohibited Conduct under the Safeguarding Children and Young People Policy

The Member may resign with **14 days' written notice**.

Execution

For and on behalf of Water Polo Western Australia Inc.

Name: Natalie Butler

Title: Chief Executive Officer

Signature: _____ Date: / / 2026

State Team Coach

Name: _____

Signature: _____ Date: ____ / ____ / ____

Email: _____

Phone: _____

Schedule A – Declarations

A1. Conflict of Interest Declaration

Conflicts declared:

- _____
- _____

I have no conflicts to declare.

A2. Integrity Education Framework

I acknowledge to completing the required education framework modules including outlined in item 3.3, as well as providing a valid Working with Children Check

A3. Policy Acknowledgement

I acknowledge receiving and agreeing to comply with the following:

- WPWAI Member Protection
- WPWAI Child Safeguarding Framework
- WPWAI Integrity Policies

A4. Secure Information Handling

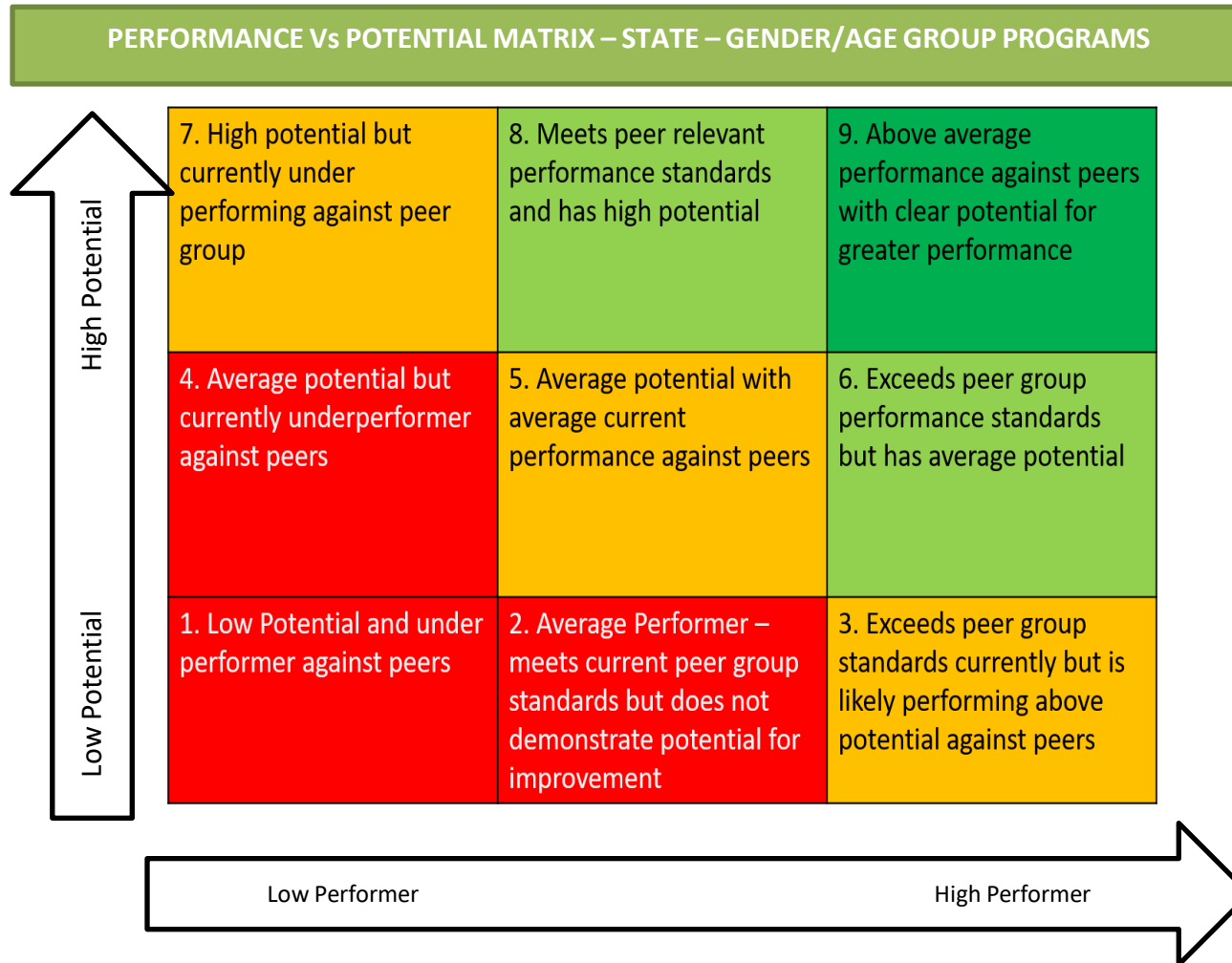
I confirm that I will:



- Not forward documents to unauthorised persons.
- Report any suspected privacy or information security incidents.
- Return all documents pertaining to the working committee upon request

Signed:

Date:

APPENDIX 4: PERFORMANCE Vs POTENTIAL MATRIX FOR INITIAL TALENT ID AND SELECTION



APPENDIX 5: WATER POLO INTEGRITY REQUIREMENTS AS STIPULATED IN THE WPA INTEGRITY EDUCATION PLAN


State Staff and State Squads/Team (inc NSC)

	SSO Staff / Administrators	SSO Board Members	Coaches (Including S&C)	Support Personnel (Team Manager, First Aid, Physio)	Table Officials	Officials (Referees and Delegates)	NSC State Athletes	Other State Athletes	Volunteers (Including Tribunal Members)
WWCC	Required	Required	Required	Required	Recommended	Required	-	-	Recommended
WPA Accreditation	-	Required Bronze Member Minimum	Required Gold Member Minimum	Required Bronze Member Minimum	Recommended Bronze Member Minimum	Required Gold Member Minimum	Required Platinum Member	Required Platinum Member	-
Role Specific	-	-	Required Safe and Effective Coaching of Young Athletes in High Performance Sport (when coaching U18 athletes)	-	Recommended Table Official (WPA Portal)	Required Community Officiating Essential Skills (WPA Portal)	-	-	-
National Integrity Framework	Recommended	Required	Recommended	Recommended	-	-	-	-	-
Anti-Doping Fundamentals	Required	Required	Required	Required	-	-	Required	Recommended	-
Annual Update	Required	Required	Required	Required	-	-	Required	Recommended	-
Whereabouts Course	-	-	Recommended (if coaching RTP or NTP athletes)	Recommended (if working with RTP or NTP athletes)	-	-	Required (RTP and NTP athletes)	Required (RTP and NTP athletes)	-
Competition Manipulation and Sport Gambling	Recommended	-	Recommended	Recommended	-	Required	Recommended	Recommended	-
Decision Making in Sport	-	-	-	-	-	-	Recommended	Recommended	-
Safeguarding Children and Young People in Sport Induction	Required	Required	Required	Required	Recommended	Recommended	-	-	Recommended
Illicit Drugs in Sport	-	-	-	-	-	-	Recommended	Recommended	-