

Haney Neptunes Aquatic Club Policies



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Administrative Policies

HANEY NEPTUNES AQUATIC CLUB

TITLE

Administration of Policies

INTENT

To define how policies will be managed within Haney Neptunes Aquatic Club

POLICY

Policies may be created, revised, or updated upon approval from the HNAC executive during regular monthly meetings. All policies must contain the following components:

1. **Intent:** Clearly state the purpose or objective of the policy.
2. **Policy:** Outline the specific policy rules, guidelines, or regulations.
3. **Rationale:** Provide a justification or reasoning behind the policy's necessity.
4. **Procedure for Review or Change:** Detail the process for future modifications.
5. **Policy Status:** Active or Archived (for historical purposes)
6. **Last Update:** Specify a date the policy was last updated.
7. **Last Review:** Specify a date the policy was last reviewed.

The HNAC executive will conduct an annual review of all policies and approve updates as deemed necessary.

Policy Accessibility:

All current and approved policies will be accessible on the HNAC website (www.haneyneptunes.ca) within the designated "Policies" section. In the event of discrepancies or misunderstandings arising from different versions of a policy, the version available on the website will be considered the current and valid edition.

Outdated or replaced policies will be archived with a note indicating their status.

RATIONALE

To provide clear guidelines for the creation, maintenance, and consistent administration of all HNAC policies, fostering clarity and accountability within the club.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: September 12, 2023
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Hiring Committee Members Policy

INTENT

To ensure that the Haney Neptunes Aquatic Club provides the fairest method of hiring and maintaining coaching staff for disciplines

POLICY

A hiring committee shall be responsible for the following:

- Reviewing all resumes and narrowing down to potential candidates
- Conducting interviews of potential candidates
- Submit regular reports to the executive to outline hiring recommendations and decisions, non-renewal of contracts, and to address any ongoing significant concerns with any of the coaches.
- Make the hiring decisions that is in the best interests of the Haney Neptunes

The hiring committee shall consist of five members, as follows:

1. Director of Swimming
2. Director of Water Polo
3. Director of Synchronized Swimming
4. One other member of the executive
5. One of the following: one other member of the executive or one member at large (not a member of the executive) with human resources experience to be appointed by the executive.

The President shall have the final decision over all hiring decisions and therefore cannot be a member of the hiring committee.

Any member of the hiring committee who is in a real or perceived conflict of interest with respect to one or more candidates for a given role will be required to recuse him or herself from participating in the competition for that role. The conflict of interest may be based on a relationship or other factor that may lead to a bias for or against a candidate. If the President determines that a conflict of interest exists and asks a member to recuse him or herself, the President's decision will be final.

For any hiring interview of any head coach, there shall be at least three people present at the interview. These three people shall consist of three members of the hiring committee or two members of the hiring committee plus the President. The director of the discipline for which the head coach is being interviewed must be one of the hiring committee members present at the interview. For any hiring interviews of assistant coaches, there shall be at least two hiring committee members present at the interview, one of which is the director of the discipline being hired for. The head coach of the discipline shall be involved in the interview and hiring process of assistant coaches.

The hiring committee shall provide regular reports to the executive for each executive meeting unless there is no report required. The reports shall include but not be limited to hiring recommendations and decisions, contract non-renewals commendations, and complaints. The reports are to provide communication between the hiring committee and the executive on all coaching staff. This will allow the executive to voice any concerns or to discuss where they feel necessary. It will also keep the executive informed of any ongoing and significant issues with any of the coaching staff.

RATIONALE

To implement the fairest method of hiring competent and complimentary coaching staff is critical to the success of the program participants. In recognizing this responsibility the Club wishes to ensure that the Club presents the optimum environment for screening candidates to the benefit of the candidate and the interviewers.

The Treasurer is included in the hiring process to ensure that the Club's budget is being adhered to and that pay structure within the disciplines is consistent.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: 2016

Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Lending of Club Equipment Policy

INTENT

To maintain a procedure whereby Club equipment may be loaned upon discretion of the Executive and the borrower remains accountable for that equipment until its return.

POLICY

There may be lending of Haney Neptunes Aquatic Club=s equipment upon the discretion of the Executive. A deposit may be required based on the value of the equipment.

RATIONALE

The Haney Neptunes Aquatic Club has invested significant funds in developing an inventory of supplies for use of program participants and as there is no insurance coverage when used by non-BCSSA members the Club wishes to ensure adequate precautions are in effect to maintain the useful life and integrity of the investment.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Personnel Policy - Police Information Check

INTENT

To conform to current standards as required by BCSSA.

POLICY

All BCSSA member club coaches aged 19 or older are required to have a police information check completed prior to being hired and commencing coaching duties. Criminal record checks must be completed by all coaches 19 years and older for every new coaching position with a different club and every 3 years if remaining with the same club.

RATIONALE

To reflect the requirements of BCSSA.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

Awards Policies

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy - Recipient Selection

INTENT

To ensure that the recipients have been selected in accordance with the awards policies.

POLICY

The executive, in consultation with the coaches, will approve all awards prior to the awards being presented. The chairperson of awards will ensure that all recipients have been selected in accordance with the respective awards policy.

RATIONALE

This check is to provide a final overview of the recipients, place the “stamp of approval” and acknowledge that the selections have been reviewed by the Executive and have been selected in accordance with the respective policies.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: September 12, 2023

Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy - 6 & Under Best Times

INTENT

To provide the 6 & Under participants with a comparable award category as the other divisions.

POLICY

6 & Under swimmers will receive a generic best times medal and/or ribbon at the awards banquet.

RATIONALE

While 6 & Under swimmers can not qualify for the same Best Times Awards as the other divisions as these swimmers are not subject to disqualification under BCSSA rules they are encouraged to get Abest times@ and should be recognized for their achievements and progress through the season.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy - Masters Recognition and Qualification

INTENT

To recognize the participation at swim meets by Masters swimmers

POLICY

All Masters swimmers who participate in swim meets qualify for Best Times, Kovats, and Aggregate certificates. Masters Aggregate winners would also have their names on any club trophies as applicable.

RATIONALE

Best Times, Kovats, and Aggregate recognition is quantifiable and measurable based on personal achievement and will not unfairly displace a similar award being given to a child swimmer and is consistent with the philosophy of inviting Masters participation.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy - Coach Eligibility

INTENT

To clarify which awards the coaching staff is eligible to receive.

POLICY

The coaching staff will be eligible to receive Best Times, Kovats, Aggregate, and Most Improved awards.

RATIONALE

The Best Times, Kovats, Aggregate and Most Improved awards are all quantifiable and measurable awards based on personal achievement and all swimmers, coaching or otherwise, should be recognized for their accomplishments.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: Unknown

Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy - Best Times

INTENT

To acknowledge swimmers who have consistently achieved their personal best times. Times are calculated from swims in Divisions 1 through 8.

POLICY

All swimmers are eligible including coaching staff and Masters swimmers. Best Times are earned at BCSSA sanctioned Swim Meets including Regionals and Provincials and excluding the Hands Across the Fraser meet. All swims in a meet are eligible towards achieving a best time. Medals will be given at the Awards ceremony as follows:

- 8 Best Times - Bronze
- 16 Best Times - Silver
- 24 Best Times - Gold
- 32 Best Times - Excellence

RATIONALE

The number of Best Times required at each level was amended as there are fewer meets per season now and therefore swimmers have less opportunity to improve times.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy – “A” Aggregate

INTENT

To honour the boy and girl in the “A” category in each division who has accumulated the most points in competition.

POLICY

All swimmers are eligible. The “A” Aggregate award will be given to the boy and girl in each Division 1-8 who earns the most points at Swim Meets up to and including Regional and Provincial Championships. Each recipient will receive a “Keeper” award and will have their name engraved on the Club Trophy for the appropriate division.

RATIONALE

Policy revised to include all swimmers. Given the change away from A/B meets it is felt that all swimmers (including Masters and paid coaches) should be eligible as this is an objective award (based solely on meet results).

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy – Most Improved

INTENT

To reward swimmers at the Junior and Senior levels who have demonstrated the most improvement in a season.

POLICY

The most improved swimmer award will be presented to a maximum of 12 swimmers who demonstrate significant improvement throughout the summer season. The award recipients will be selected by the coaching staff and will receive a plaque and have their name engraved on the club trophy if applicable.

RATIONALE

To recognize swimmers who have demonstrated the most improvement throughout the summer season. The recipients will receive a plaque rather than a “keeper” trophy.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: September 12, 2023
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy - Kovats Swim Record Award

INTENT

To define the criteria and eligibility requirements for achieving the Kovats award.

POLICY

The Kovats Award was contributed by the Kovats family to recognize all swimmers who establish a new Meet Record in any division. Any swimmer regardless of age is eligible to qualify for the award providing the swimmer establishes a new Meet Record for a specific stroke and distance in any meet. In the event the record is broken during a heat it will still be considered a Meet Record until it is broken, even if that occurs during the finals of the same event at the same meet.

RATIONALE

This award is contributed to encourage and reward excellence at each level of swimming. There are no restrictions as to the number of swimmers who can receive this award in any given year.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy - Dunbar Award for Citizenship

INTENT

Named for the Dunbar family who were swimmers with the Club and who sponsored the Award. To honour a boy and a girl at the Junior Divisions (Div. 1 & 2), Intermediate Divisions (Div. 3 & 4) and the Senior Division (Div. 5 & up) who best demonstrate citizenship.

POLICY

All swimmers except paid coaches are eligible. The coaching staff will select recipients who demonstrate the following qualities: helpful attitude, commitment to swimming, good conduct at practices and swim meets, and consideration of others.

RATIONALE

This policy has been revised to eliminate the distinction of 6 & Under as a separate category. Any participants who are 6 & Under would automatically be included as a Division One participant.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: Unknown

Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Awards Policy - Sportsmanship

INTENT

To honour the swimmer who best demonstrates good sportsmanship (one who is fair, generous, a good loser, and a graceful winner - Websters)

POLICY

All swimmers except paid coaches are eligible. Written signed nominations that include the nominated swimmer name and a sentence or two identifying why the swimmer is eligible for the award are to be forwarded to the Head Coach any time during the season up to July 25. A nomination may be submitted by any swimmer. The coaching staff will select the recipient taking into account the views of the swimmers through the submitted nominations. The winner will have their name engraved on the Sportsmanship Trophy.

RATIONALE

This award symbolizes the desired outcome of the Haney Neptune Aquatic Program and is consistent with the philosophy of the Club. It is desired that the Coaching staff recognize the equal if not higher importance of this award and it is recommended that the staff ensure all swimmers are aware of this award at the beginning of the season and to encourage them to strive to be nominated.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

Fees and Fundraising Policies

HANEY NEPTUNES AQUATIC CLUB

TITLE

Fee Policy

INTENT

To define fees for the upcoming swim/waterpolo/artistic swimming season.

POLICY

The Executive must define fees quantified for each program provided. The existing categories of participation include the following:

- Competitive Swimmer
- Hammond Development Swimmer
- 6 & Under Competitive Swimmer
- Water Polo Player
- Artistic Swimmer
- Competitive Swimmer plus Water Polo Player
- Competitive Swimmer plus Artistic Swimmer
- Fall/Winter Maintenance programs
- Masters

All changes in fee structure for the coming year must be passed at the Annual General Meeting by the current year's membership.

RATIONALE

Each year the Haney Neptunes Aquatic Club must define fees for the programs for the upcoming season. These fees must be competitive, provide necessary revenues to provide services, and must be fair in respect to the amount of pool time and level of instruction.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: September 12, 2023

Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Fee Refund Policy

INTENT

To clarify and update the circumstances under which a participant is eligible for a refund.

POLICY

Prior to the start of a session a participant is entitled to a full refund minus the Active processing fee. After the first practice of the season and for the first 14 days of the season a participant is entitled to a refund minus the BCSSA registration fee, the Fraser Valley Regional registration fee, and the Active processing fee. After the first 14 days of the season a participant will only receive a prorated refund for medical reasons or special circumstances as identified in writing and submitted to the Executive for review.

RATIONALE

This policy is to ensure that the club recovers any out-of-pocket expenses prior to providing a refund.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: September 12, 2023

Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Fundraising Policy

INTENT

To identify the importance of fundraising to the operation of the Haney Neptunes Aquatic Club. This policy will allow members to offset some of the costs of club operations through fundraising instead of increased Club fees.

POLICY

Every family will be responsible for a set amount of fundraising dollars as outlined at registration. Each family will be required to register for fundraising through Active and will be charged the regular Active processing fee. Fundraising fees will be processed on August 1st each year.

1. If a family's fundraising obligation is not met, their swimmers may not attend practice.
2. Families will be given the opportunity to recoup their fundraising costs. Details will be available at the start of each summer season.

All fundraising monies earned will be recorded and tabulated by the Director of Fundraising. Any changes to the fundraising amount required to be submitted at registration must be passed by the current Executive and ratified at the Annual General Meeting by the current year's membership.

RATIONALE

To ensure all members have the opportunity to offset the costs of registration through fundraising efforts.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: September 12, 2023
Last Reviewed September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Fundraising Referral Policy

INTENT

To increase the Haney Neptunes' summer registration numbers.

POLICY

When an existing Haney Neptunes family recruits a new family who registers for a summer program (excluding Hammond and Masters) that family will be eligible for a \$100 credit towards their summer fundraising obligation. Recruitment can take place during the fall or winter session prior to the summer in which the credit is given. Fundraising credits can not be forwarded from one summer to another.

RATIONALE

Advertisements and pamphlets have not been a successful way of bringing new families into the club and word of mouth has continued to be the most successful method of recruitment. Even though the club would be giving up \$100 in fundraising credit they would be gaining that back in registration fees and in the new family's fundraising obligations. Most importantly we would be bringing in new members who will have a chance in the following year to recruit more new members.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: January 10, 2012

Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Master Program Fee Policy

INTENT

To ensure that the cost of the program is relative to the services provided and to recognize that many Masters swimmers who are joining either already have children in the program or are just looking for an exercise program.

POLICY

The Masters program will be subject to the Haney Neptunes registration fee and club fee. Fundraising fees will not apply to the Masters program. BCSSA fees will still apply. Fraser Valley fees will not apply to the Masters program.

RATIONALE

The Haney Neptunes Masters registration fee is set at a rate which covers the cost of the program without the need for extra fundraising.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: February 10, 2010

Last Reviewed September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Non Sufficient Funds (NSF) Cheque Policy

INTENT

To clarify and update the procedure the Haney Neptunes Aquatic Club will follow if a NSF cheque is received.

POLICY

All NSF cheques will be subject to a \$10.00 fee. Any member who submits a NSF cheque to pay club fees may be asked to pay future fees in cash or by certified cheque. The fees owed must be paid in full within 15 days or the athletes are not allowed to participate until payment is received in full.

RATIONALE

This policy has been reviewed to reflect the current bank charges that the Club incurs. It has also loosened the policy to allow less stringent procedures when someone is a one-time offender.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status:Active
Last Update: Unknown
Last Reviewed September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Second Discipline - Second Club (within Region) Fee Policy

INTENT

To encourage the growth of both the sports of Water Polo and Artistic Swimming within our region.

POLICY

Athletes currently registered with another in-region club who join the Haney Neptunes for either Water Polo or Artistic Swimming as a second discipline will pay the Haney Neptunes first discipline rate for that sport. They will not be charged a fundraising fee. Those athletes will have already paid both the BCSSA and Fraser Valley fees with their home club.

RATIONALE

Not all clubs within our region offer Water Polo and Artistic Swimming. This policy will ensure that our costs are covered while still encouraging athletes who are interested in these extra sports.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: September 12, 2023
Last Reviewed September 12, 2023

Membership and Participant Policies

HANEY NEPTUNES AQUATIC CLUB

TITLE

Membership Policy

INTENT

To define a member of the Haney Neptunes Aquatic Club.

POLICY

A member of the Haney Neptunes Aquatic Club will be a person of majority (over 18 years of age) who has paid the current years dues and abides by the current policies and procedures of the Club. There will only be one member per immediate family unit. A family unit is defined as at least one under 18 years of age active participant and one related adult or legal guardian adult of the participant.

Each member of the Haney Neptunes Aquatic Club will be entitled to stand to be elected for office on the Executive of the Club and will be entitled to a single vote at the Annual General Meeting. Each member of the Haney Neptunes Aquatic Club will be entitled to a single vote at the Annual General Meeting. More than one person per immediate family unit may stand to be elected for office on the Executive of the Club however only one may hold a voting position and/or be a signing officer.

RATIONALE

This policy is instituted to define the qualification of a member of the Haney Neptunes Aquatic Club and indicate their relative responsibilities and entitlements.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: Unknown

Last Reviewed September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Speed Swimming - Competing Participant Policy

INTENT

To update the definition of a registered participant in the competition program.

POLICY

A competing participant will be any individual who is able to swim a minimum of 25 metres in a recognizable stroke. The coaching staff will use discretion to assess the individual participant to determine their suitability for enrolment as a competing participant. The participant may attend any practices designated for their assigned group and may compete in any swim meets attended by the Club including Regionals.

RATIONALE

To remove the previous age restriction yet keeps swimming prerequisite.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active:
Last Update: September 12, 2023
Last Reviewed September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Speed Swimming - 6 & Under Participant Policy

INTENT

To define a participant who is registered in the 6 & Under program.

POLICY

A 6 & Under participant will be an individual who is not more than 6 years of age as per BCSSA age locator rule. The participant must be able to competently swim a minimum of 25 metres in a recognizable stroke. The 6 & Under participant may attend up to three practice sessions per week at the designated practices. There may be pre-season testing for 6 & Under swimmers. If the coach and parents/guardians agree that the participant is able to train with Division 1 (more than three times per week) and wishes to do so, the participant can be enrolled as a Division 1 participant. The fees will be adjusted to reflect the increased training and instructional time.

The participant may compete in any swim meets attended by the Club including Regionals. The coach will decide under which category, 6 & Under or Division 1, the swimmer will swim each stroke at a swim meet, with input from the parent.

When swimming in the 6 & Under category at a swim meet no points will be assessed internally as BCSSA does not recognize this category. At this level there is no disqualification of swimmers.

RATIONALE

The change in age definition is made to reflect the BCSSA rules.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: September 12, 2023

Last Reviewed September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Speed Swimming - Master Swimmer Definition

INTENT

To accurately define the category of the older or Master swimmer program to ensure that this program maintains its own distinctiveness.

POLICY

A Master swimmer will be an individual who has reached their 19th birthday on or before April 30th of the current swim season year.

A Master swimmer will be a registered member of the Haney Neptunes Aquatic Club. This swimmer will attend practices that are designated for Masters swimmers and may compete at any swim meets attended by the Club under Division 8 category if a separate Masters Distinction is not available. These swimmers will not displace a Div. 8 swimmer for awards or on a relay.

RATIONALE

The Haney Neptunes Aquatic Club recognizes that some older members of the Club wish to participate in the swimming activity both as exercise and for competition.

The Club also recognizes that these members provide a valuable role model for all other participants and wishes to encourage participation.

Pre-empting a younger swimmer for an award or at a swim meet by a Master swimmer is not consistent with the Club philosophy.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: Unknown

Last Reviewed September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Elite Athlete Policy

INTENT

To create a way to showcase athletes who have moved on from being Haney Neptunes to full-time athletes.

POLICY

An Elite Athlete is a member or former member of the Haney Neptunes who, in their own sport (swimming, synchronized swimming or water polo), practices a minimum of 8 hours per week with another team and who demonstrates Elite status as determined by the Executive. These Elite Athletes may represent our club at a maximum of three BCSSA swim meets in addition to Regionals and Provincials. They will not practice with our team. They must register with our team and they will be required to pay any associated costs and meet fees. They would swim in the "O" category.

RATIONALE

These members no longer fit into our programs but would like to participate in some meets as "O" category swimmers. As a show of appreciation for their commitment and dedication to their sport we would allow this limited participation.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Water Polo Participant Policy

INTENT

To define a water polo swimming member.

POLICY

A water polo member regardless of age division must be able to swim a minimum of 25 metres of a recognizable stroke and tread water for 5 minutes. This will be assessed by the coach.

RATIONALE

To maintain a minimum standard of swimming skills prior to learning the basic skills of water polo swimming in the deep end of the pool.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: September 12, 2023

Last Reviewed: September 12, 2023

Relay and Team Selection Policies

HANEY NEPTUNES AQUATIC CLUB

TITLE

Haney Neptunes Relay Policy

INTENT

To promote the team aspect of swimming and foster team spirit, while developing competitive teams for Regional and Provincial Championships.

POLICY

Invitational Meets

For all meets leading up to but not including the last meet before Regionals every attempt will be made to have all available swimmers participate on a relay team. Coaches may elect to use any combination of age and ability to select relays which foster team camaraderie and are within the rules as outlined in the meet package. In preparation for the Regional Championships the coaching staff will endeavor to select the most competitive relays possible for the last meet before Regionals.

The coaching staff will select swimmers for the Regional relay teams with the goal of qualifying as many relays as possible for Provincial Championships.

****Note:** It is important that the swimmers and their families understand that just because a swimmer was on a qualifying relay team at Regionals, they are not guaranteed a spot on a Provincial relay team.

Regional Championships

The criteria for selecting Regional relay teams will be based on best times. Best times will be calculated by using the average of the swimmers 3 fastest times for the current season up to and including the final meet before Regionals. Regional relays will be named prior to the Regional Championships entry deadline as outlined in the meet package.

When times between two swimmers are similar the coaching staff have the discretion to choose swimmers based on other selection criteria which include but are not limited to:

- * attendance
- * team spirit
- * prior commitment to relays

Provincial Championships

Provincial relay teams will be announced on the day following Regional Championships. These teams will be selected with the objective of achieving the highest placing possible. It is important for swimmers to know that if they are on a relay team that qualifies for Provincial Championships at Regionals they have secured a spot at Provincials for a Haney Team, and have not guaranteed a spot on that team for themselves. It is possible for teams to change for Provincial Championships.

The criteria for selecting Provincial relay teams will be based on best times. Best times will be calculated by using the average of the swimmers 3 fastest times at all of the current seasons swim meets including Regionals. All decisions of the coaching staff are final.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Below are examples of how the coaching staff could choose to apply the relay policy. Please note the examples are only intended to illustrate how the policy could look in practice, and in no way limits how the coaching staff will choose to configure the relay teams.

Example 1

8 swimmers in a division

Scenario 1

A team 4 fastest swimmers

B team 4 other swimmers

A team places first and qualifies for provincials

B team places 4th and does not qualify for provincials

Haney has qualified one relay team for Provincials and will send the 4 fastest swimmers based on the average of three best times including Regional Championships to swim at Provincials.

Scenario 2

A team - 4 fastest swimmers

B team - 4 other swimmers

A team is disqualified

B team places 2nd

Haney has qualified one relay team for Provincials and will send the 4 fastest swimmers based on the average of three best times including Regional Championships to swim at Provincials.

Scenario 3

A team - 2 fastest swimmers + 2 others

B team - 2 fastest swimmers + 2 others

A team places first

B team places second

Haney has qualified 2 teams for Provincials. The teams will be reorganized so that the 4 fastest swimmers will be entered as the A team and the 4 other swimmers will be entered as the B team.

Scenario 4

A team - 2 fastest swimmers + 2 others

B team - 2 fastest swimmers + 2 others

A team places third

B team places second

Haney has qualified one relay team for Provincials and will send the 4 fastest swimmers based on the average of three best times including Regional Championships to swim at Provincials.

Example 2

4 swimmers in a division

1 very fast swimmer from lower division

Scenario 1

4 swimmers from that division swim on the relay and place 5th.

Haney does not qualify a relay for provincials.

Scenario 2

3 swimmers from the division + swimmer from the lower division

The team places 2nd

Haney has qualified one relay team for Provincials and will send the 4 fastest swimmers based on the average of three best times including Regional Championships to swim Provincials.

Policy Status: Active

Last Update: Unknown

Last Reviewed: June 12, 2024

HANEY NEPTUNES AQUATIC CLUB

TITLE

Relay Policy - Parent Relays

INTENT

To ensure adequate insurance coverage of Parent Relays

POLICY

Parent Relays are covered under the BCSSA insurance only if each parent completes an individual BCSSA Registration Form or BCSSA Club Roster prior to entering the water. These forms must then be forwarded to the Provincial offices. A form must be completed at each meet that a parent enters a Parent Relay. Parent includes legal guardian. The Parent Relay is limited to parents and guardians only.

RATIONALE

To ensure adequate insurance coverage.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active
Last Update: Unknown
Last Reviewed: September 12, 2023

HANEY NEPTUNES AQUATIC CLUB

TITLE

Summer Water Polo Policy

INTENT

To clearly define team selection and player participation for the summer water polo season.

POLICY

They must be registered with the BCSSA. Regular attendance at water polo practices is expected. All players will participate equally in exhibition games and summer invitational tournaments except when limited by swimming ability. The teams representing the Haney Neptunes at BCSSA Regional and Provincial Championships will be named on or before the Regional Championships and consist of a maximum of 13 players each (10 players if beach rules apply). Player selection and individual playing time will be based on ability and determined by the water polo coaches to ensure the most competitive teams possible. Not all children will be eligible to play during Regionals and Provincials.

RATIONALE

To open regular season play to the younger ages and abilities while still remaining our most competitive at Regionals and Provincials.

PROCEDURE FOR REVIEW AND/OR CHANGE

Policy to be reviewed annually.

Policy Status: Active

Last Update: September 12, 2023

Last Reviewed September 12, 2023