



Assemblée générale General Assembly

Governing body of the NAA

Constitution

Constitutional Document | C-240611

The Constitution establishes the procedures, rules and regulations governing the activities of the Association.

THIS DOCUMENT HAS OFFICIAL STATUS AS OF JUNE 9, 2025.

June 11, 2024

This document was sanctioned by **The General Assembly**.

The Northshore Aquatic Association
www.naaswim.com

NOTICE

This document has official status.

This document has been sanctioned by the General Assembly. **The dispositions contained herein are in effect at activities sanctioned by the Association.**

Please report any editing mistake to the **Vice-President in charge of the concerned aquatic discipline**. Proposals to amend the current document must be presented at a duly-sanctioned meeting of the General Assembly.

General questions regarding the procedures, regulations and rules discussed in this document are to be addressed to the **Secretary**.



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This document can be consulted online at <https://naaswim.com/naa-constitution/>

The Northshore Aquatic Association formally archives this document as:
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A request for archived records may be submitted to the Vice-President in charge of the concerned aquatic discipline, or to the Secretary of the Association.

The alteration and misuse of this document is prohibited without the authorization of the Association.

The Northshore Aquatic Association (NAA) is a non-profit organization in Montréal, Québec, serving annually thousands of children and families spread across 16 community pools. For over 60 years, the NAA organizes each summer over a hundred accessible, recreational aquatic competitions for its communities.

Want to join the NAA? See what we can do for you. Reach out to the NAA Executive:
<https://naaswim.com/naa-executive/>



TABLE OF CONTENTS

PREAMBLE	1
CODE OF CONDUCT	2
1. GENERAL	5
1.1. The NAA General Assembly	5
1.2. Eligibility	6
1.3. Awarding of NAA Finals	7
1.4. Protests	8
1.5. Code of Conduct Corrective Action	8
2. SWIMMING	10
2.1. General	10
2.2. Eligibility	12
2.3. Rules of Participation	13
2.4. Dual Meet Competitions	13
2.5. Preliminary — Time Trials	15
2.6. Finals — The Northshore Championship Meet	17
2.7. Miscellaneous	18
2.8. Summer Swim Meet	20
2.9. Joint Meet Organizing Committee	24
3. ARTISTIC SWIMMING	25
3.1. General	25
3.2. Eligibility	25
3.3. Rules of Participation	25
3.4. Preliminary — Prelims Competitions	29
3.5. Finals Competitions	29
3.6. Miscellaneous	29
4. DIVING	31
4.1. General	31
4.2. Eligibility	32
4.3. Rules of Participation	32
4.4. Dual Meet Competitions	35
4.5. Championship Event	36
4.6. Qualifying for NAA Diving Championships	37
5. WATERPOLO	38
5.1. General	38
5.2. Eligibility	39
5.3. Rules of Participation	40
5.4. Dual Competitions	40
5.5. Preliminary — Playoffs Competitions	41
5.6. Finals — NAA Waterpolo Championship Competitions	42
5.7. Miscellaneous	42
5.8. Mixed 12 and under Games	43



Preamble

We, the Northshore Aquatic Association, have come together and organized ourselves to promote and develop our unique aquatic community.

For six decades, we have shared a passion for inclusive and accessible summer aquatic activities, and an unwavering commitment to preserving these aquatic traditions for the generations to come.

Over the years, we have witnessed many of our former members compete at the highest levels of their respective sports, something for which we highly pride ourselves. We have collectively worked hard on achieving our goal of providing a safe, healthy, supportive and encouraging environment to every child who dreams of pursuing their aquatic sport.

But, more importantly, we value our own members, who are at the centre of this strong community that we have built. We recognize, the success of our mission is rooted in the spirit of volunteerism that we jointly foster at all of our member pools. We understand that the success of our youth relies on a greater involvement of our community, and that the aquatic experiences and opportunities that we create have an immense impact on their future endeavours.

Our way of life has become essential to the communities and families we serve. The NAA will always remain a fun and participatory environment for all.

CODE OF CONDUCT

The Northshore Aquatic Association has accepted the following Code of Conduct as our standards for behaviour for Coaches, Parents and Athletes.

CODE OF CONDUCT | COACHES

As a coach it is my responsibility to lead by example by being a positive role model to all athletes.

I will promote fairness and participation towards all athletes.

I will ensure the rules of the sport are fully communicated and understood by the athletes and parents.

As a coach, I will treat athletes with respect and promote the value of their effort whether they win or lose.

I will maintain self-control at all times and refrain from inappropriate actions.

I will encourage emotional & physical development.

I will demonstrate a sound winning philosophy, by endorsing discipline, promoting commitment & sportsmanship.

I will remember to have fun and enjoy the summer!!!

CODE DE CONDUITE | ENTRAÎNEUR

En tant qu'entraîneur, il est ma responsabilité de mener par exemple tout en étant un modèle amélioratif pour tous les athlètes.

Je favoriserai l'équité et la participation envers tous les athlètes.

Je m'assurerai que les règles du sport soient reçues et comprises par tous les athlètes et parents

En tant qu'entraîneur, je traiterai tous les athlètes avec respect et favoriserai la valeur de leur effort même s'ils gagnent ou perdent.

Je maintiendrai un contrôle de moi-même en tout temps et m'abstiendrai de toutes actions inadéquates

J'encouragerai le développement émotif et physique amélioratif.

Je démontrerai une philosophie gagnante et saine, tout en encourageant une bonne discipline et en favorisant l'engagement et l'esprit d'équipe.

Je me souviendrai de m'amuser et d'apprécier l'été!!!

CODE OF CONDUCT | ATHLETE

As an athlete, I will understand and follow the rules of my sport.

I will conduct myself in a sportsmanlike fashion and remember whether I win or lose I will do so graciously.

Even if I disagree I will respect my coach.

I will accept the decision of the officials with grace.

As an athlete, I will use respectful language towards team mates and opponents.

I will maintain self-control at all times and refrain from inappropriate actions.

I will remember that it is all about participation.

As an athlete, I will show respect towards my coach and fellow athletes by attending practices.

I will remember to have fun and enjoy the summer!!

CODE DE CONDUITE | ATHELÈTES

En tant qu'athlète, c'est de ma responsabilité de comprendre et respecter les règles de mon sport.

Je me comporterai de façon sportive et adéquate, que je gagne ou perde. Je me mènerai de façon respectueuse.

Même si je suis en désaccord, je respecterai mon entraîneur.

J'accepterai la décision des officiels avec maturité

En tant qu'athlète, j'utiliserai un langage respectueux envers mes compagnons et mes adversaires.

Je maintiendrai un contrôle de moi-même en tout temps et m'abstiendrai de toutes actions inadéquates

Je me rappellerai que ma participation est ce qui porte valeur.

Je montrerai le respect envers mes entraîneurs et mes coéquipiers en assistant à toutes les séances d'entraînement.

Je me rappellerai de m'amuser et d'apprécier l'été!!!

CODE OF CONDUCT | PARENTS

As the parent of an athlete, it is my responsibility to support the values of discipline, loyalty, commitment and hard work.

I will not interfere with the coach by instructing my child at a practice or competition.

I will demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other athletes, parents, officials and coaches.

I will maintain self-control at all times and refrain from inappropriate actions.

As a parent, I understand that criticizing, name-calling, use of abusive language or gestures directed at the coach, officials or any participating athlete is not tolerated or permitted.

When I become involved, I will communicate positively towards the athletes, coaches and other parents.

As a parent, I will address any concerns regarding decisions made by officials directly with the coaches.

I understand my role as a parent:

Athletes : **COMPETE**

Coaches : **COACH**

Officials : **OFFICIATE**

Parents : **SUPPORT**

I will remember to have fun and enjoy the summer!!!

CODE DE CONDUITE | PARENTS

En tant qu'un parent d'un athlète, il est ma responsabilité d'encourager les valeurs de la discipline, la fidélité, l'engagement et le travail fort.

Je n'interviendrai pas avec l'entraîneur en instruisant mon enfant lors d'une séance d'entraînement ou une compétition.

Je démontrerai un esprit d'équipe en me conduisant en quelque sorte que je gagne le respect de mon enfant, l'autre athlète, des parents, des officiels et des entraîneurs.

Je maintiendrai un contrôle de moi-même en a tout temps et m'abstiendrai de toutes actions inadéquates

En tant que parent, je comprends que les critiques, les injures et l'utilisation d'un langage ou de gestes offensifs dirigés à l'entraîneur, les officiels ou à n'importe quels athlètes participants n'est pas tolérer ni permis.

Lorsque je suis impliqué(e), je communiquerai de façon positive envers les athlètes, les entraîneurs et tout autre parent.

En tant que parent, j'adresserai n'importe quelles inquiétudes concernant les décisions prises par les officiels directement avec les entraîneurs.

Je comprends mon rôle en tant que :

Athlètes : **COMPÉTITIONNER**

Entraîneurs : **ENTRAINER**

Officiels : **PRÉSIDER**

Parents : **SUPPORTER**

Je me rappellerai de m'amuser et d'apprécier l'été!!!

1. GENERAL

1.1. The NAA General Assembly

- 1.1.1. The governing body of the Northshore Aquatic Association shall be the General Assembly.
- 1.1.2. The goals of the NAA are for fun and participation for everyone.
- 1.1.3. The General Assembly will be made up of two (2) representatives from each pool. For reasons of continuity, one of the two representatives should be a board member and the other a staff member. In the case of the Dorval Pools, (Ballantyne, Surrey, Walters) the 3 pools will be represented by 1 city appointed representative (Board Member), who will have one vote for each pool. Each pool must then send their own representative (e.g. Pool Manager) in order to have a second vote.
- 1.1.4. A club will be allowed to vote at any NAA meeting if it was a member of the NAA the previous year.
- 1.1.5. In order to accept a new member pool into the NAA, a motion to accept the new pool must be presented to the membership in writing. At the next NAA meeting a two thirds (2/3) majority vote shall be required to accept the new pool for membership in the NAA. Membership for the new member pool will commence immediately following this vote.
- 1.1.6. One half of the member pools, plus one (1), provided that at least one representative of a pool present is qualified to vote shall constitute a quorum of the General Assembly.
- 1.1.7. The General Assembly shall rule on all questions concerning the alteration of the Constitution, Rules and Regulations of the Northshore Aquatic Association. Each pool will have two (2) votes at any convened meeting, but only representatives of the member pools participating in that particular aquatic activity, defined in section 1.1.10 below, may vote on questions concerning that activity. A simple majority will carry on decisions, except for constitutional changes, which requires a two third (2/3) majority.
- 1.1.8. The procedure for instituting constitutional change shall be that any proposed constitutional change be submitted in writing to the NAA at a properly constituted NAA General Assembly meeting. At the next NAA General Assembly meeting, votes on any motions presented at the previous meeting will be taken. A 2/3 majority will be required to pass a constitutional change.
- 1.1.9. The general Assembly will meet at least three times per year.
- 1.1.10. The executive Committee of the NAA shall consist of:
 - President
 - Secretary
 - Treasurer
 - Five (5) Vice-Presidents, representing:
 - Competitive Swimming
 - Artistic Swimming
 - Competitive Diving
 - Co-Water Polo (2 VPs)
 - Fundraising and Public Relations
 - Past President
- 1.1.11. The Executive Committee of the NAA shall be elected from within the membership of the Northshore Aquatic Association.

- 1.1.12. The executive positions will be for a duration of two (2) year terms with the exception of the position of Past President and alternate three (3) out of eight (8) positions to be vacant or available every year. The Past President position shall be occupied by an outgoing president who shall maintain his or her position on the executive for a period of one year.
- 1.1.13. Nominations for executive positions can be taken for absent individuals provided that individual has expressed their acceptance of the nomination in writing prior to the meeting in which the nominations will take place.
- 1.1.14. At least one (1) representative of each pool shall be notified in writing, by email or FAX at least one week in advance, prior to any General Assembly meeting, by a member of the NAA Executive Committee.
- 1.1.15. The minutes of each meeting of the General Assembly shall be circulated to all member pools.
- 1.1.16. Any member pool that has not paid its fees by June 30th will be disqualified from all NAA activities until said fees, plus a penalty equal to fifty percent (50%) of the amount outstanding have been paid.
- 1.1.17. All trophies handed out at NAA championship events must be given back to the NAA President at the last NAA General Assembly meeting in August. Any pool that does not bring back their trophies at that time will be charged a late fee of 50\$. Any lost or damaged trophies will be replaced or repaired at the expense of the pool who had it in their possession.
- 1.1.18. Each member of the executive committee is required to submit an exit report after each season to the NAA president so that it may be used to help future executive members. The exit reports are to be submitted prior to the end of season meeting in August.

1.2. Eligibility

- 1.2.1. Only bona fide pool members may compete in NAA events. A bona fide pool member is an individual who has paid for a distinct Summer membership, and not in conjunction with a Winter or any other specialized sport membership, according to the pool's published membership structure. No aquatic staff or instructor employed full or part time in any capacity by an NAA pool is eligible to participate as a competitor. The only recognized bona fide pool membership are single, couple or family memberships. I.e. No specialized sport memberships or combination Winter/Summer memberships are accepted.
- 1.2.2. All athletes who have multiple NAA memberships must decide at the beginning of the season which club they will compete for in all disciplines. Athletes may compete for no more than one NAA pool per season.
- 1.2.3. All NAA pools must hand-in a membership list by June 24th (the list containing only bona fide pool members), the offending team will be disqualified from all events until their list is submitted. Only those members who are on the submitted pool list are authorized to compete in any NAA activities. Any new member, who is added to the pool's membership after June 24th, must be submitted to the NAA president before he/she may compete in any NAA activities.
- 1.2.4. Competitors shall be placed in the age category for competing in the NAA season based on their age on June 30th of that year, with the exception of water polo (please see 5.2.1)
- 1.2.5. A lifeguard outside any NAA pool may be allowed to compete in any NAA program, providing the person in question is a member of the pool they compete for.
- 1.2.6. A lifeguard who has served at least one (1) full season as a full-time lifeguard at an NAA pool shall be considered a lifetime member of that pool.

- 1.2.7. The President has the right to confirm the eligibility of any individual participating in an NAA sanctioned event with any member of the Board of Directors of the pool in question.
- 1.2.8. A committee shall be established prior to the commencement of competitions for the season. The committee shall consist of the President of the NAA, the Vice President(s) of NAA for the discipline(s) concerned and one President, or their delegated representative, from a member pool, not in the same division (so as to alleviate the potential for future conflict). The president shall vote only in the event of a tie. This committee is the only committee which will receive and settle any disputes arising from Eligibility requests from member pools, Pool Executives, affected competitors, or the Parents of the affected competitor should the competitor be below the age of majority.
- 1.2.9. Requests for Eligibility changes must be submitted in writing to this committee through the President of the NAA, who will convene a hearing to be attended by both of the affected parties. Potential reasons for this type of situation could be; Divorce, Separation, Relocation, conflict with a pool's staff executive etc. Should a competitor be allowed to change pools, all points earned prior to the departure shall remain with the previous pool and all points earned after the departure will be credited to the pool to which the athlete has changed.

1.3. Awarding of NAA Finals

- 1.3.1. The host pool for All NAA Preliminary events and Championship meets will be selected no later than September 1st of the year prior to the meet. Teams who hosted a Final or Preliminary meet in either of the two (2) previous seasons are not eligible to host the same meet the next season unless no other pool wishes to host.
- 1.3.2. For each event to be awarded the following procedure will be executed in order:
 - (1) Announcement of the next event to be awarded including a brief description and the date(s).
 - (2) Open the floor for nominations. Any pool may announce its intent to run for the award of this event.
 - (3) In the event no pool runs for the event, the meeting will be suspended until a pool agrees to host the event. A pool must be identified for each event unless the membership agrees (by majority vote) to defer the award until a later date.
 - (4) In the event only one pool runs for the event, the event is immediately awarded
 - (5) If there are 2 or more pools which wish to run for the event, each pool, in the order they were nominated will be given a brief (maximum 5 minutes) period to describe why their pool should be awarded the event
 - (6) When all pools have made their presentations, a vote will be taken according to the rules of the NAA where a maximum of two votes (which must be present) may vote per pool.
 - (7) The pool with the most votes will be awarded the event.

This procedure is then duplicated for each event to be awarded. NAA rules regarding the eligibility of a pool for a particular award will be enforced. The order of events will be:

1. Swimming

- (a) Big Meet
- (b) A Time Trials
- (c) B Time Trials
- (d) C Time Trials
- (e) Summer Swim Meet

2. Synchro

- (a) Junior Finals
- (b) Senior Finals
- (c) Pre-Junior Finals
- (d) Junior Prelims
- (e) Senior Prelims

3. Diving

- (a) Diving Finals
- (b) A Sectionals
- (c) B Sectionals

4. Waterpolo

- (a) Finals
- (b) Playoffs #1
- (c) Playoffs #2

1.4. Protests

- 1.4.1. All protests will be resolved by a Protest Committee assembled for that discipline.
- 1.4.2. A committee shall be established during the season. The committee shall consist of the President of the NAA, the Vice President of NAA for the discipline concerned and one President, or their delegated representative, from a member pool, not in the same division (so as to alleviate the potential for future conflict). The president shall vote only in the event of a tie. This committee is the only committee which will receive and settle any disputes arising from the interpretation of the rules and will receive protests from all scheduled competitions including dual, preliminary and championship events.
- 1.4.3. The procedure for submission of a protest concerning a dual meet event shall be as follows. All protests shall be submitted in writing to the Vice president of the associated discipline within 24 hours of the incident. The written protest must be accompanied by a \$50.00 etransfer or cheque. If the protest is upheld, the fee will be returned to the protesting pool. If the protest is lost, the fee will be kept by the NAA.
- 1.4.4. The procedure for submission of a protest concerning a preliminary or championship event shall be as follows. All protests shall be submitted in writing to the Vice president of the associated discipline within 30 minutes of the end of the protested event. The written protest must be accompanied by a \$50.00 cash fee. If the protest is upheld, the fee will be returned to the protesting pool. If the protest is lost, the fee will be kept by the NAA.

1.5. Code of Conduct Corrective Action

- 1.5.1. All decisions reached by the Committee will be final and binding on the party concerned.
- 1.5.2. The committee formed for each protest, shall have the power to suspend, dismiss or levy a penalty of points or game losses against any team(s), coach(s), competitor(s) or parent(s) whose conduct, they deem to be improper to the particular sporting activity, or Incompatible with the

aims, objectives, or Code of Conduct of the Northshore Aquatic Association. However, prior to any disciplinary measures being imposed, the team(s), coach(s), competitor(s), or parent(s) concerned, shall have the right to a hearing. The notice of such hearing will be sent to the team(s), coach(s), competitor(s) or parent(s) concerned and to the pool's Aquatic Director or in the absence of the Aquatic Director, to the Pool Manager or another accredited pool representative of the pool should the Aquatic Director or the Pool manager be implicated with the protest.

1.5.3. The formula for penalties levied will be as follows.

Swim Team

- First infraction: 50 points from summer aggregate score.
- Second infraction: 100 points from summer aggregate score.
- Third infraction: Team Suspension for the season.

Water Polo

- First infraction: 3 game point loss from summer aggregate score.
- Second Infraction: 5 game point loss from summer aggregate score.
- Third infraction: Team Suspension for the season.

Artistic Swimming

- First infraction: 1 points off routine score.
- Second infraction: 2 points off routine score.
- Third Infraction: Team Suspension for the season.

Diving

- First infraction: 21 points from summer aggregate score.
- Second infraction: 42 points from summer aggregate score.
- Third infraction: Team Suspension for the season.

2. SWIMMING

2.1. General

2.1.1. The recognized events for the categories are as follows:

(Distances are in yards or meters, depending on the dimensions of the host pool.)

	FREE	BREAST	BACK	FLY	RELAY
8 & UNDER	25	25	25	25	100 Free
9 & 10	50	50	50	25	200 Free
11 & 12	50	50	50	50	200 Free/Medley
13 & 14	50	50	50	50	200 Free/Medley
OPEN	50	50	50	50	200 Free/Medley

2.1.2. SCHEDULE OF EVENTS

2.1.2.1. All Dual Meets shall follow the sequence of events prescribed below:

	FREE		BREAST		BACK		FLY		RELAY	
	G	B	G	B	G	B	G	B	G	B
8 & UNDER	1	2	11	12	21	22	31	32	41	42
9 & 10	3	4	13	14	23	24	33	34	43	44
11 & 12	5	6	15	16	25	26	35	36	45	46
13 & 14	7	8	17	18	27	28	37	38	47	48
OPEN	9	10	19	20	29	30	39	40	49	50

2.1.2.2. Time Trials shall follow the sequence of events prescribed below:

	BACK		BREAST		FREE		FLY		RELAY	
	G	B	G	B	G	B	G	B	G	B
8 & UNDER	1	2	11	12	21	22	31	32	41	42
9 & 10	3	4	13	14	23	24	33	34	43	44
11 & 12	5	6	15	16	25	26	35	36	45	46
13 & 14	7	8	17	18	27	28	37	38	47	48
OPEN	9	10	19	20	29	30	39	40	49	50

2.1.2.3. The NAA Championship Meet (Big Meet) shall follow the sequence of events prescribed below:

	BACK		BREAST		FREE		FLY		RELAY	
Para Swim	P1		P11		P21		P31			
	G	B	G	B	G	B	G	B	G	B
8 & UNDER	1	2	11	12	21	22	31	32	41	42
9 & 10	3	4	13	14	23	24	33	34	43	44
11 & 12	5	6	15	16	25	26	35	36	45	46
13 & 14	7	8	17	18	27	28	37	38	47	48
OPEN	9	10	19	20	29	30	39	40	49	50

2.1.2.4. PARA SWIMMING (in the NAA Championship Meet only)

- (I) All Para Swimming events will be swum at a distance of 25m.
- (II) All Para Swimming events shall be classified as exhibition (EXB) and shall not be recorded for team results.
- (III) Para Swimmer participants are not required to have participated in Dual Meets but must be a bona fide member of the pool that they are representing.
- (IV) All Para Swimming registrations, number of heats and number of participants shall be under the responsibility of the NAA Championship Meet host pool to organize.
- (V) Registrations for Para Swimming events shall be received by the host pool NO LATER than 11:59pm of the Saturday preceding the NAA Championship Meet.
- (VI) Depending on the number of registrations, each Para Swimmer should be granted a minimum of 2 events to swim in.
- (VII) It is the responsibility of each Para Swimmer's coach to provide the necessary assistance and/or equipment to each of their athletes.

2.1.3. DIVISION PLACEMENT

The season total score accumulated by a team shall be the sum of:

The aggregate total event points scored in all dual meets (including points awarded for a win by default

AND

The point score achieved in the Championship Meet.

AND

The point score, to a maximum of 100 participation points achieved in the Summer Swimmers Meet.

The season total point scores will determine the order of finish within each division. Placement for the following season will be thus determined, with the winners of Division "B", "C" exchanging places with the last place finishers of Divisions "A" and "B" respectively.

2.1.4. WARM UP PROCEDURES

The NAA has established the following procedures for all NAA swim meets including Dual meets, Time Trials, the Championship (Big Meet) and the Summer Swimmers Championship meet. During the warm-up period, the meet management shall be responsible for ensuring that all rules are followed.

2.1.4.1. DIVING STARTS

Diving starts shall not be made during the warm-up period for any competition when two-way swimming is in progress. Coaches may allow diving starts in any lane in which only one-way swimming in the direction of the diving starts is permitted.

2.1.4.2. EQUIPMENT

FLUTTER BOARDS and PULLBOYS are allowed.
Hand paddles and flippers ARE NOT permissible.

2.1.4.3. BACKSTROKERS

As a courtesy, coaches should allow backstrokers, to have the "right of way" for safety purposes.

2.1.4.4. SAFETY MARSHALLS

It is incumbent on all participants, e.g. swimmers, coaches, officials and administration to comply with these procedures. The meet management shall designate Safety Marshalls who will ensure compliance with these procedures. The marshalls shall be responsible for the conduct of the warm-up in the competition venue.

2.1.4.5. QUESTIONS

Questions about and any requests to deviate from these procedures should be directed to the VP of Swimming.

2.2. Eligibility

2.2.1. The recognized age categories, separate for Girls and Boys are:

- 8 and under
- 9 and 10 years
- 11 and 12 years
- 13 and 14 years
- Open

2.2.2. Any age group swimmer may swim in a maximum of three (3) events, comprised of two (2) individual events and one (1) relay, or one (1) individual events and two (2) relays. Open swimmers may swim in three (3) individual events and one (1) relay.

2.2.3. A swimmer may swim in his/her age group or an older age group provided 2.2.2 is adhered to.

2.2.4. If a non-open swimmer competes in the open category as well as that of his/her respective age category, he/she can only swim a maximum of 3 events (2 individual and 1 relay). Alternatively, a non-open swimmer competing solely in the open category may swim a maximum of 4 events (3 individual and 1 relay).

2.2.5. Each team is allowed three (3) official entries in each individual event and three (3) official entries in each relay event. In individual events only the first two finishers from each team will be scored. In relay events, only the first finisher from each team will be scored.

2.3. Rules of Participation

- 2.3.1. Federation de Natation du Quebec (FNQ) rules will prevail with the exception of any disqualification that would NOT give the swimmer a competitive advantage in any age group. Their application, however will be moderated for "8 and under". In individual events an "8 and under" may be disqualified for the use of the wrong pull only. In "8 and under" relay events, a team will be disqualified for a "too early" takeoff by a member of the team or wrong pull by a competitor. Swimmers for legs where there is no starting block will start at the wall in the pool. It is recommended that a coach be on deck with the "8 and under" relay. All competitors will however receive a ribbon.
- 2.3.2. In the event of a disqualification, the swimmer or relay in question shall place last, receive no time (9:99.99) and not be able to score points.
- 2.3.3. Swimmers in the 8 and Under category may swim with the assistance of a flotation device or a lifeguard assistant. In Both cases the swimmer is considered having swum with assistance, and their swim will be considered an Exhibition swim and will not score points, regardless of what heat they swim in. In the case of using a Lifeguard assistant, the assistant will start the event in the water and the swimmer may start in the water, from the blocks or the side of the pool.
- 2.3.4. A swimmer may swim with a cast as long as it is deemed safe for the swimmer and the other swimmers in the event and no advantage will be gained while swimming with the cast. The NAA VP Swimming after consultation with the Referee will have the final call; the NAA reserves the right to request a doctor's note approving the cast for swimming.
- 2.3.5. All swimmers must wear uniform according to SNC swimming regulations. Any desire to deviate from the acceptable uniform must be approved by the referee.
- 2.3.6. The referee must act, to the best of his/her abilities, such that heats and events are either combined into a single race, or redistributed into multiple races, thus guaranteeing that no swimmer competes alone within his/her heat. Heats and events may be combined, regardless of gender or age category, provided such decision combines swimmers of similar calibre and swimming the same stroke.

To combine, swimmers may be re-assigned to an empty lane of another heat or event.

Combined races must nonetheless be scored separately, according to the heat and event numbers indicated on the swim cards. No competitive advantage is gained from this procedure.

A coach may request before the referee that a swimmer competing alone in a heat be re-assigned to a race amongst which competitors of the swimmer's calibre are observed. The request must be accepted if logistically possible.

2.4. Dual Meet Competitions

- 2.4.1. The NAA Competitive Swimming Schedule will start during the first week of July, unless otherwise determined at the NAA spring meeting.
- 2.4.1.1. The NAA Competitive Swimming Schedule will be ready by the NAA spring meeting.

2.4.2. SCORING

DUAL MEETS	PLACE	POINTS
INDIVIDUAL EVENTS	1st	8
	2nd	6
	3rd	5
	4th	4
RELAY	1st	8
	2nd	4

- 2.4.2.1. Only one false start is permitted. The announcement “The false start rule is now in effect” in either English or French MUST be made before the second start. On a second or subsequent start, a swimmer who false starts will not cause the race to be called back. A swimmer who has started early will be disqualified at the end of the race.
- 2.4.3. The schedule of the dual meets is established at the beginning of the season. However, by mutual consent of the teams involved, the schedule can be adjusted. The host club shall notify the Vice-President Competitive Swimming of any such changes.
- 2.4.4. There will be a rotation of alternating home meets from one year to the next. (i.e. first year three (3) home meets / second year two (2) home meets). If a pool changes divisions, it will assume the rotation of the pool being replaced.
- 2.4.5. In the event of a meet being delayed or postponed, once having commenced, it shall be completed at a later date mutually agreed upon between the pool managers of the two clubs concerned or in their absence, the head coaches. Failing agreement, the Vice-President Competitive Swimming will determine the date. The meet will resume with the event following the event last swum at the delayed or postponed meet. The scoring of the two meets will be combined to arrive at a single final score.
- 2.4.6. In the event of the start of a meet being delayed, the meet will not be postponed unless by mutual consent of the pool managers of the two pools until at least one hour after the scheduled start of the meet.
- 2.4.7. Every effort will be made to reschedule a dual meet that could not be held because of the failure of one of the two teams to participate. If the same team fails to participate a second time, it shall be adjudged to have forfeited the meet. Points for a forfeited meet shall be awarded as follows: The team that forfeited will receive no points. The other team will receive a point score equal to the average of the other dual meets in which it participated.
- 2.4.8. In the 8 & Under and 9 & 10 categories, there will be a minimum of two (2) heats for each event should numbers warrant. Each pool in a dual meet will also have the option to select three (3) events in which there will be a supplemental heat for participation. Additional heats may be added upon agreement of both head coaches. Prior to agreeing to the additional heats, the host pool head coach must clear the heats with the meet manager. Head coaches must be notified twenty-four (24) hours in advance of the dual meet. Additional heats must be automatically accepted until the Dual Meet is expected to last past 20h30, whereby it shall be at the discretion of Meet Management.

- 2.4.9. Meet results shall be recorded in three (3) copies of the Standard Meet Result Forms provided by the NAA for this purpose.
- 2.4.10. The result sheet must be signed by both head coaches.
- 2.4.11. The host pool must deliver a copy of the results sheet to the visiting pool within twenty-four (24) hours of the end of the meet.
- 2.4.12. Each pool shall retain the swimming cards of their swimmers until the end of the NAA season for verification.
- 2.4.13. The Vice President responsible for Competitive Swimming must receive the third copy within forty-eight (48) hours of the end of the meet. It is the responsibility of the host pool to do so. There will be a twenty (20) point penalty if the score sheet is not handed in on time. At the first coaches meeting, the VP swimming shall establish a place for the score sheets to be dropped off.
- 2.4.14. It is the responsibility of both teams to provide officials for the meet. The split of officials shall be:

HOME TEAM	VISITING TEAM
1 REFEREE	1 CHIEF TIMER
1 STARTER	1 STROKE AND TURN JUDGE
1 TIMER WITH WATCH PER LANE	1 TIMER WITH WATCH PER LANE
3 RIBBON JUDGES	3 RIBBON JUDGES
1 STROKE AND TURN JUDGES	1 CHIEF FINISH JUDGE
1 CHIEF FINISH JUDGE	1 RECORDER
1 RECORDER	
FALSE START ROPE OPERATORS	
RUNNERS	

- 2.4.15. The Chief Finish Judge must mark the finishing places on the time cards following each event.
- 2.4.16. The Chief Finish Judge and the Recorder from the same pool will not process the same event.
- 2.4.17. It is the responsibility of the host pool, for dual meets, to provide ribbons for first through sixth place finishers of each event.
- 2.4.18. Relay for dual meets are at the discretion of the head coaches. (Boy's events - determined by head coach of the Home team and girls events - determined by head coach of the Visiting team)
- 2.4.19. If a pool only has 5 lanes, the 5th lane is always considered exhibition.
- 2.4.20. The visiting team to a five (5) lane pool should choose the two (2) strokes where they may swim the third swimmer in the fifth lane.

2.5. Preliminary — Time Trials

- 2.5.1. Time Trials will take place after all Dual Meets in the NAA Swimming schedule have been completed. Time Trials set the stage for the Championship Meet and will not be scored except as set forth in Rule 2.6.13.

- 2.5.2. In the event of a tie for 12th position, a swim-off between the tied competitors shall take place at the Championship Meet before all events. In the event of a tie for 6th position, a coin toss by the VP of Competitive Swimming shall determine the seeding for the tied swimmers. A swim-off is not required to determine seeding in a heat.
- 2.5.3. Only competitors who have competed in at least two (2) regular season Dual Meets shall be eligible to compete in the Time Trials.
- 2.5.4. If your pool is scheduled for less than five (5) dual meets, rule 2.5.3 shall not apply, and only competitors who have competed in at least one (1) regular season dual meet shall be eligible to compete in Time Trials.
- 2.5.5. If a swimmer is found to have broken rules 2.5.3 and 2.5.4, that swimmer will be disqualified and all his/her points will be removed from their teams total.
- 2.5.6. Time Trials will be held for each division at a designated pool. Division Time Trials will proceed concurrently and host pools will all be the same length.
- 2.5.7. Lane positions will be determined by club placing in the league standings.

League Standings	1st	2nd	3rd	4th	5th	6th
5-lane pool	3	2	4	1	5	
6-lane pool	3	4	2	5	1	6

- 2.5.8. With respect to Time Trials, there will be three (3) heats for all 8 & under and 9 & 10 individual events and two (2) heats for all remaining individual events. Only the top two (2) swimmers from each pool can advance. There will be only one (1) heat for all relay events.
- 2.5.9. Each host pool shall be responsible for organizing officials for the Time Trials, with each participating pool contributing its share of officials. The following is the minimum list of officials required:
- 1 Referee (SNC Qualified)
 - 1 Starter (SNC Qualified)
 - 2 Stroke & Turn Judges (SNC Qualified)
 - 3 Timers per lane
 - 3 Ribbon Judges
 - 1 Chief Timer
 - 4 Chief Finish Judge
 - 1 Marshals
 - 3 Recorders
 - 1 False Start Rope Operators
 - Runners
- 2.5.10. All finishers in 8 & under and 9 & 10 will receive ribbons of participation at Time Trials. Costs to be borne by the NAA
- 2.5.11. Relay event options for the Time Trials and Championship meet will be determined by a toss of a coin at the Swim Coaches Meeting which must occur prior to the beginning of the competitive season.
- 2.5.12. The Time Trials will be held during the day, on the weekend following the last scheduled dual meet.

2.6. Finals — The Northshore Championship Meet

- 2.6.1. Finals will be comprised of the top 12 swimmers in each event, as determined by the Time Trials. The Combined results (Program) will include the next 4 swimmers as alternates ensuring that rule 2.5.8 is respected. (Only top 2 swimmers from each pool can advance). Seeding shall be as follows: (to the places as recorded in the Time Trials).

PLACE	HEAT	LANE
1	2	3
2	2	4
3	2	2
4	2	5
5	2	1
6	2	6
7	1	3
8	1	4
9	1	2
10	1	5
11	1	1
12	1	6

Scoring for individual events shall be:

15-13-12-11-10-9-8-7-6-5-4-3,

In the order of finish between heats 1 and 2.

- 2.6.2. In the event two (2) swimmers tie for a race during a Championship meet, they shall both receive the points corresponding to the highest position. The next placing will receive the score corresponding to the points after the tie. For example, if two swimmers tie for 1st, each would receive 15 points. The next swimmer would receive 12 points for 3rd place.
- 2.6.3. Relay events will be double but determined in the same manner.
- 2.6.4. Alternates for relays in the Championship Meet, do not have to swim in the Time Trials. They must have swam in two (2) dual meets in the Summer (except as determined by rule 2.5.4) and their names must be written on the back of the Time Trials card as an alternate. A maximum of two (2) names can be on the back of the card. The original order of the swimmers must be maintained.
- 2.6.5. The Vice-President Competitive Swimming shall be responsible for the NAA Championship Meet.
- 2.6.6. All officials selected for the Championship Meet shall be Swim/Natation Canada (SNC) qualified (or of equal caliber through experience) for their assigned positions.
- 2.6.7. Swimmers scratching from any event in the Championship Meet without a formal scratch will be barred from all remaining events. If the swimmer is listed as a competitor on a relay, the

swimmer shall be scratched from that relay but the relay shall not be barred and may swim using a valid alternate should one be recorded on the back of the card. Formal scratches for individual events must be registered with the Clerk of the Course 30 minutes before the scheduled start of the competition. Formal scratches of swimmers in relays must be registered with the Clerk of Course no later than the end of individual events.

- 2.6.8. Divisional Champions will be awarded Divisional Championship Trophies, usually at the Championship Meet.
- 2.6.9. All finishers in the Championship Meet will receive ribbons or equivalent recognition of participation.
- 2.6.10. The winner of the Championship Meet will be awarded the Lion's Club Challenge Trophy.
- 2.6.11. The Pat Forde Memorial Trophy will be awarded to the club showing the greatest improvement over the previous year in the percentage of points earned to points available, in the Championship Meet.
- 2.6.12. The Accubec Trophy, dedicated to the memory of Derek McSweeny, will be awarded to the club with the highest aggregate point score for 8 & under events at the Championship Meet (including the relay events swum at the Time Trials if at a 50 m pool).
- 2.6.13. If the Championship Meet is to be held at a 50-meter pool, the 8 and under relay events will be swum as "time Finals" at the Time Trials. In this case, the medals for 8 and under relays shall be presented between the single and relay events of the NAA Championship Meet the following week.
- 2.6.14. The NAA Championship Meet will be held on the Saturday or Sunday of the weekend following that of the Time Trials.
- 2.6.15. Relay event options for the Time Trials and Championship meet will be determined by a toss of a coin at the Swim Coaches Meeting which must occur prior to the beginning of the competitive season.
- 2.6.16. For Time Trials and Big Meet, each pool will be required to provide a small amount of food for the volunteers. The planning committee will assign items to each pool.
- 2.6.17. For Time Trials and Big Meet, each pool will be responsible for providing a minimum of 3 volunteers. The planning committee will assign the volunteers each pool is responsible for.

2.7. Miscellaneous

- 2.7.1. In the event of an end-of-season tie in team points, tie breaking factors will be considered in the following order:
 - (1) The team with the highest aggregate of the dual meet event points.
 - (2) The team with the greater number of dual meet event points considering only meets between the tied teams.
- 2.7.2. The host pool shall be responsible for organizing officials for the NAA Championship meet, with each participating pool contributing its share of officials. The following is the minimum list of officials required:
 - 2 Referees (SNC Qualified)
 - 2 Starters (SNC Qualified)
 - 1 Chief Stroke Judge (SNC Qualified)
 - 4 Stroke & Turn Judges (SNC Qualified)

- 3 Timers per lane
- 3 Ribbon Judges
- 2 Chief Timers
- 4 Chief Finish Judge
- 2 Marshals
- 3 Recorders
- 1 Clerk of Course
- 1 False Start Rope Operator
- Runners

2.7.3. In the decision to postpone The Time Trials or the Championship meet, a meeting and a vote shall take place involving the head coach and one (1) executive committee member from each participating pool.

2.8. Summer Swim Meet

Intent:

To encourage participation of competitive swimming from those who are not or who have not recently participated in winter aquatic programs.

2.8.1. EVENTS

2.8.1.1. The recognized events for the categories are as follows:

(Distances are in yards or meters, depending on the dimensions of the host pool.)

	FREE	BREAST	BACK	FLY
8 & UNDER	25	25	25	25
9 & 10	50	50	50	25
11 & 12	50	50	50	50
13 & 14	50	50	50	50

2.8.1.2. SCHEDULE OF EVENTS

The NAA Summer Swim Meet shall follow the sequence of events prescribed below:

	BACK		BREAST		FREE		FLY	
	G	B	G	B	G	B	G	B
8 & UNDER	1	2	11	12	21	22	31	32
9 & 10	3	4	13	14	23	24	33	34
11 & 12	5	6	15	16	25	26	35	36
13 & 14	7	8	17	18	27	28	37	38

2.8.2. ELIGIBILITY

2.8.2.2. A swimmer must have not participated in a winter aquatic program in the previous 24 months. This includes winter swimming, artistic swimming, waterpolo or triathlon programs. Attending winter swimming lessons or participating in grade school or high school swimming competitions is acceptable.

2.8.2.3. The recognized categories, separate for Girls and Boys are:

- 8 and under
- 9 and 10 years
- 11 and 12 years
- 13 and 14 years

- 2.8.2.5. Any age group swimmer may swim in a maximum of three (3) events.
- 2.8.2.6. A swimmer may swim in his/her age group or an older age group provided they do not exceed the maximum number of events listed in rule 2.8.2.5
- 2.8.2.7. Each team is allowed three (3) official entries in each individual event.

2.8.3. REGULATIONS

- 2.8.3.1. Federation de Natation du Quebec (FNQ) rules will prevail except as specifically noted here.
- 2.8.3.2. The application of FNQ rules will be moderated for events in the "8 and under" and 9-10 categories. In these categories, a swimmer may be disqualified for the use of the wrong pull only. Swimmers of all other age groups will only be disqualified for a violation of FNQ rules that employ a competitive advantage.
- 2.8.3.3. THE START

A: LONG WHISTLE: The swimmer steps onto the block or edge of pool and remains still. For backstroke, there will be a second whistle as the swimmers enter the water.

B: STARTER'S COMMAND: On the starter's command ("take your marks" or "à vos marques"), the swimmer immediately takes up a start position with at least one foot at the front of the block. When all swimmers are stationary, the starter gives the starting signal. The starting signal will be given by use of a beep accompanied by a flash generated by recognized official starting equipment for aquatic competitions or by a gun.

C: FALSE START: Only one false start is permitted. The announcement "The false start rule is now in effect" in either English or French MUST be made before a second start. On a second or subsequent start, a swimmer who false starts will not cause the race to be called back. A swimmer who has started early will be disqualified at the end of the race.

- 2.8.3.4. Swimmers in the 8 and Under category may swim with the assistance of a flotation device or a lifeguard assistant. In Both cases the swimmer is considered having swum with assistance, and their swim will be considered an Exhibition swim and will not score points, regardless of what heat they swim in. In the case of using a Lifeguard assistant, the assistant will start the event in the water and the swimmer may start in the water, from the blocks or the side of the pool.

2.8.4. SCORING

- 2.8.4.1. Scoring for this event will be as follows. For each event, teams will receive a score based on their placing according to the following table:

PLACING	POINTS
1st	20
2nd	18
3rd	17
4th	16
5th	15
6th	14
7th	13
8th	12
9th	11
10th	10
11th	9
12th	8
13th	7
14th	6
15th	5
16th	4
17th	3
18th - higher Up to the number of pools in the NAA that year.	1

- 2.8.4.2. Each pool shall receive the score of only the highest placed of its swimmers in any one event. No pool shall receive more than one score per event.
- 2.8.4.3. A swimmer that gets disqualified cannot earn any points.
- 2.8.4.4. In the event of a disqualification, the swimmer in question shall place last, receive no time (9:99.99) and not be able to score.
- 2.8.4.5. A swimmer who swims with the assistance of flotation devices or a lifeguard's will be considered an exhibition swimmer and will not be eligible to earn points.
- 2.8.4.6. 10 points will be awarded for each participant swimmer (not including Exhibition) to a maximum of 100 points per pool. The total participation points earned shall count in the pools season end totals.

2.8.5. AWARDS

- 2.8.5.1. Medals and Ribbons will be supplied by the NAA for this meet.
- 2.8.5.2. The team with the highest overall score at the completion of the event will be awarded the Summer Meet Trophy. The team must return this trophy at the August Meeting.

2.8.6. LOGISTICS

- 2.8.6.1. All swimmers must pre-register for events in this meet a minimum of 1 week prior to the event using the registration form provided to each team. The swim team coach of each pool is responsible for the entries being completed and submitted on time to the VP of Swimming. Late entries may not be accepted for competition.
- 2.8.6.2. Substitutes entries may be accepted on the day of the meet. Requests for a substitute must be made to the Clerk of Course no later than 30 minutes prior to the start of the meet.
- 2.8.6.3. Requests for Deck Entries may be made no later than 30 minutes prior to the start of the meet. Deck entries will only be accepted if a) there is space available in a heat for that event and; b) that the entry does not cause a violation in the number of allowable swimmers per team or the number of events for that swimmer.
- 2.8.6.4. The VP of Swimming shall make the final decision regarding any conflicts over Deck Entries or Substitutes
- 2.8.6.5. Seeding will be random within each event
- 2.8.6.6. Officials: The host pool shall ensure that the following officials are certified to Swim/Natation Canada standards for their roles:
 - Referee
 - Starter
 - Stroke and Turn Judge (2)
 - Clerk of Course
 - Chief Finish Judge

Additionally the following officials and personnel must be provided:

- Chief Timer (1)
- Timers (3 per lane)
- Runners (2)
- Scorers (2)
- Ribbon Judges (1 per lane)
- On duty Lifeguard
- False Start Rope operator

Officials must be present a minimum of 45 minutes prior to the start of the event for briefings.

2.9. Joint Meet Organizing Committee

- 2.9.1. A committee shall be formed at the first General Assembly Meeting of the year. This committee must be composed of the Vice-President of Competitive Swimming, as well as a minimum of one (1) representative from each of the following pools:

- The hosting pool of Summer Swim Meet
- The hosting pool of Time Trials A
- The hosting pool of Time Trials B
- The hosting pool of Time Trials C
- The hosting pool of The Championship Meet

Any other member can also participate in the Committee.

This committee shall be named the Joint Meet Organizing Committee (JMOC).

- 2.9.2. The Committee shall have, in conjunction with the Vice-President of Competitive Swimming and local Meet Management, competency over the organization of Summer Swim Meet, Time Trials and the Championship Meet, through the delegation of the following responsibilities:

- Supporting local Meet Management in the organization of the Meet;
- Establishing the meet registration procedure;
- Receiving and processing meet registrations;
- Processing and administering meet results;
- Consolidating, combining and publishing results from Time Trials A, B and C;
- Delivering the final scores of the season;
- Distribution of trophies and medals (however, the purchase of trophies and medals remains the responsibility of the NAA);
- Preparing meet packages;
- Providing qualified officials and volunteers, according to the necessities of the meet;
- Producing statistics on participation;
- Any other matter deemed necessary by the Committee for the organization of the meets under its responsibility.

- 2.9.3. The Committee must hold a minimum of two (2) meetings, unless otherwise determined by the Committee. One shall take place before Summer Swim Meet; the other before Time Trials.

The Vice-President of Competitive Swimming is responsible for the organization of Summer Swim Meet, Time Trials and Big Meet.

All member pools must contribute to the organization of Summer Swim Meet, Time Trials or the Championship Meet, minimally once (1) every two (2) seasons.

Member pools must contribute in one of the following manners:

- (a) Sit on the Joint Meet Organization Committee;
- (b) Host one Summer Swim Meet, Time Trials or the Championship Meet;
- (c) Co-Organize the meet along with Meet Management of the hosting pool;
- (d) Entirely replace local Meet Management of the hosting pool.

3. ARTISTIC SWIMMING

3.1. General

- 3.1.1. The following rules, based on those of the Federation Internationale de Natation Amateur (FINA), shall govern all NAA Artistic Swimming competitions.
- 3.1.2. The following competitions shall be scheduled in each NAA season: Pre-Junior Finals, Junior Preliminaries, Senior Preliminaries, Junior Finals, Senior Finals.
- 3.1.3. Artistic swimming competitions will be divided into the following events
 - Pre-Junior – Solo, duet, mixed duet, and team
 - Junior – Solo, duet, mixed duet, and team
 - Senior – Solo, duet, mixed duet, and team

3.2. Eligibility

- 3.2.1. Artistic swimming competitions will be divided into the following age categories:
 - Pre-Junior – Ten (10) years and under
 - Junior – Twelve (12) years and under
 - Senior – Sixteen (16) years and under.
- 3.2.2. Competitors may compete in a maximum of two events per season. A competitor may not swim the same event in different age groups. (e.g. Junior Solo and Senior Solo), nor compete in both duet and mixed duet events.
- 3.2.3. All swimmers who placed in the top fifty (50) at Figures event at Nationals, may swim only team and duet (provided that only one (1) swimmer within the duet placed in the top fifty (50) not both) **i.e. two top fifty (50) swimmers may not swim duet together; a top fifty (50) swimmer may not swim solo.
- 3.2.4. A Solo, Duet or Team must compete in the preliminary competition in order to be eligible to compete in the Finals. Exceptions to this rule, due to unavoidable circumstances beyond the control of the competitor(s) may be made at the sole discretion of the Vice President Artistic Swimming. A Solo, Duet or team entered in Preliminaries shall be eligible to compete in the Finals, regardless of what place she/they finished in the Preliminaries. Moreover, the routine may be changed or added to, including music or patterns.
- 3.2.5. The composition of the Solo and Duet Competitors may not change between the preliminary competition and the Finals. Exceptions to this rule, due to unavoidable circumstances beyond the control of the competitor(s) may be made at the sole discretion of the Vice President Artistic Swimming.

3.3. Rules of Participation

- 3.3.1. Competitions shall consist of Solos, Duets, Mixed Duets and Teams. A team shall consist of a minimum of four (4) swimmers and a maximum of ten (10) swimmers.

- 3.3.2. Each pool shall be entitled to enter one (1) solo in the Pre-Junior, Junior and Senior categories and one (1) duet in the Pre-Junior, Junior and Senior categories. Pools may enter more than 1 one team in each category as long as rule 3.3.1 is adhered to. The top scoring pool representative at finals will be the scoring team that will count for points towards their pool's overall trophies. (Only one team per pool can score points). This not will affect the awarding of ribbons and medals at Prelims and Finals and will not affect the order of swim at finals as per rule 3.5.2.
- 3.3.3. All competitors shall be permitted a test of their musical accompaniment immediately before the competition to permit adjustment of the volume.
- 3.3.4. [\[Amended\]](#)
- 3.3.5. For the benefit of the swimmers, there will be time restrictions to all routines. Pre-Junior solo will be forty-five (45) seconds, Junior solo will be one (1) minute fifteen (15) seconds and Senior solo will be one (1) minute forty-five (45) seconds. Pre-Junior duet and mixed duet will be one (1) minute, Junior duet and mixed duet will be one (1) minute thirty (30) seconds and Senior duet and mixed duet will be two (2) minutes. Pre-Junior team will be one (1) minute, Junior team will be one (1) minute forty-five (45) seconds and Senior team will be two (2) minutes fifteen (15) seconds. There will be five (5) seconds plus or minus for the routine time limits.

All routines shall have a maximum time of ten (10) seconds for deck movements, which is included in the overall routine time limits. A one (1) point penalty will be deducted if the deck work exceeds ten (10) seconds and if routine time restraints are not respected. No routine time penalties, other than length of deck work, will be given at any preliminary competition.

	Solo	Duet	Team
Pre-Junior	0:45 (+/- 15 seconds)	1:00 (+/- 15 seconds)	1:00 (+/- 15 seconds)
Junior	1:30 (+/- 15 seconds)	1:45 (+/- 15 seconds)	2:00 (+/- 15 seconds)
Senior	1:45 (+/- 15 seconds)	2:00 (+/- 15 seconds)	2:15 (+/- 15 seconds)

- 3.3.6. The timing of a routine shall start and finish with the accompaniment. Timing of the deck movements shall end when the last performer leaves the deck. Routines may start in the water or on the deck, but must end in the water.
- 3.3.7. The music and judging shall begin upon the signal from the Referee. After the signal, the swimmer(s) must perform the routine without interruption. If unforeseen circumstances occur (e.g.: speaker failure, serious outside interference, etc.) which interrupt the routine, the coach of the swimmer(s) affected may request the opportunity to repeat the routine. This request must be made prior to the scores being read. At this point the referee will decide if and when the swim will take place. When this occurs, the routine affected will be marked only on the repeated attempt, the first mark being disregarded.
- 3.3.8. Costumes for the routine shall conform to the current concept of the appropriate. As defined by FINA, props shall not be permitted.

- 3.3.9. Accompaniment must be provided in a format (CD, MP3, Other) decided by the host pool of each event, in consultation with the VP Artistic Swimming; If music is required in advance of the event date a deadline will be set by the VP, if the deadline is not met by a pool, a one (1) point penalty per routine will be assessed at the event that the deadline is missed for. Host pools are responsible for providing the DJ with the music in the order of the draws. Coaches are responsible for the labeling of music as to the name of the competitor and pool name, as well as the title of the routine. Only one routine per CD/File will be permitted. Both a Master (if not already submitted) and Backup music source must be supplied for each routine prior to the commencement of the competition (ex: Prelims), a backup source may NOT be on a laptop.
- 3.3.10. The referee shall have full and total control of the competition and shall assign and instruct the officials accordingly.
- 3.3.11. Winter swimmers should use different music and change their routine for the summer competition.
- 3.3.12. For routine events there should be five judges and one Referee. (the referee may have no other tasks to perform (ex: coaching, Judging, Playing music). The Referee shall have full control of the event. He/she shall instruct all officials. (Fina Rule SS 22.1) Each judge awards one mark for Technical Merit and one mark for Artistic Impression. The highest and the lowest marks of each series are taken off, then the sum of the remaining three marks in each series is calculated and an average of these three marks is found. The Technical Merit average is multiplied by 6.0 and the Artistic Impression average is multiplied by 4.0. Each average is rounded to 3 decimal places, (ex. 36.284). These two totals are then added together, resulting in the final score, (rounded to 3 decimal places). All penalties will be deducted from the final score.
- 3.3.13. To Follow Canada Artistic Swimming (formerly Synchro Canada) rule 4.7.2 Routines/ Scoring (g) iii) Routine Adjusted Score: There will be no points added to the Total Score for teams over four (4) competitors.
- 3.3.14. One (1) penalty point shall be deducted for each of the following infractions:
- a) If the time limit of ten (10) seconds for deck movements is exceeded. (reference: FINA rule ss43.1)
 - b) If the competitor has made deliberate use of the bottom of the pool. (reference: FINA rule ss43.3)
 - c) If one or more competitors leave the water before completing a routine the routine will be disqualified unless the departure is caused by circumstances beyond the control of the competitor. (reference: FINA rule 45)
- 3.3.15 Before the start of each event, the referee shall decide the maximum number of coaches permitted at marshalling to accompany each routine. At minimum two (2) coaches shall be permitted for each routine.
- 3.3.16 A hybrid is defined as having a combination of 1 or more movements performed with lower limbs with intentional apnea (head down under hips level) performed by all athletes in the routine.

3.3.17 Hybrid components are declared movements found in the NAA Artistic Swimming Components Chart provided by the VP Artistic Swimming. The families of components are defined as follows:

- Airborne Weight (A): Movements that require an amount of the body out of the water (1 or 2 legs) and reflect the difficulty of maintaining balanced airborne weight.
- Flexibility (F): Different types of flexibility movements that require an extreme range of suppleness (bring a joint to its maximum range of motion), such as Arches, Splits, Knight, and Front Walkouts.
- Rotation (R): This family includes Twists, Twirls and Swirls.
 - Twist: A slow rotation in a Vertical position (1 or 2 legs) at a sustained height.
 - Twirl: A rapid rotation in a Vertical position (1 or 2 legs) at a sustained height.
 - Swirl: A 1 or 2 leg surface/non-sustained rotation. Legs can move in and out of Vertical position or stay at the surface of the water.
- Spin (S): Ascending or descending rotation in a Vertical position (1 or 2 legs).

3.3.18 Each routine must include a minimum number of hybrids based on the age category. Pre-Junior routines require one (1) hybrid, Junior routines require three (3) hybrids, and Senior routines require four (4) hybrids. A penalty of four (4) points will be deducted to a routine that performs fewer hybrids than what is prescribed to their age categories. Each routine must have all athletes attempt a minimum of one (1) component from each mandatory family based on the age category. The mandatory families are as follows: Pre-Junior routines require an A component; Junior routines require an A, F, and R component; Senior Routines require an A, F, R, and S component. A penalty of two (2) points per missing component will be deducted to a routine that fails to attempt a component from a mandatory family. A penalty will not be deducted for a component that was clearly attempted but not achieved, as the failure to complete the component will be considered in the Technical Merit score. The decision on whether a component was attempted will be at the discretion of the technical controller. No hybrid or component penalties will be given at any preliminary competition.

Age Category	Minimum Number of Hybrids	Mandatory families
PreJunior	1	A
Junior	3	A, F, R,
Senior	4	A, F, R, S

3.3.19 For each competition, a deadline will be established by the VP Artistic Swimming to submit coach cards listing the hybrids performed (including the mandatory components) for each event. If more than one (1) component per mandatory family is performed throughout the routine, the coach card must only include one (1) component (e.g.: A routine performs five (5) F components, but must only declare one (1) F component. If the swimmer fails to clearly attempt the declared F component, they receive a two (2) point penalty even if the other F components were clearly attempted). The coach card template will be provided by the VP Artistic Swimming.

if the deadline is not met by a pool, a one (1) point penalty per routine will be assessed at the event that the deadline is missed for.

3.4. Preliminary — Prelims Competitions

- 3.4.1. The draws for prelims and Pre-Junior Finals shall be made at a meeting two (2) weeks prior to the first preliminary competition. Coaches are required to fill in their events, with the form provided by the Vice President Artistic Swimming, prior to this meeting. A deadline for the completion of this form will be set by the Vice President Artistic Swimming. All synchro coaches are encouraged to attend this meeting. A deadline will be established by the Vice President Artistic Swimming at this meeting to allow scratches or substitutions for Finals.

3.5. Finals Competitions

- 3.5.1. The draws for finals shall be made at a meeting to be scheduled by the Vice President Artistic Swimming. All synchro coaches are encouraged to attend this meeting. A deadline will be established by the Vice President Artistic Swimming at this meeting to allow scratches or substitutions for Finals.
- 3.5.2. After the preliminaries, the top six (6) routines will swim in a random sequence as part of the last six (6) in finals. If the number of routines is between ten (10) and four (4) routines (inclusive) in one event, the top half will swim in a random sequence as part of the last half in finals, rounded up (eg.: If there are seven (7) routines in one event, the top four (4) will swim in a random sequence as part of the last four (4) in finals). If the number of routines is equal to or less than three (3), all routines will swim in a random sequence in finals. This applies to solo, duet, mixed duet, and team.
- 3.5.3. At the end of the competitions, points will be awarded to the competitors according to their placing in the meet. Points will be awarded to the top 10 in each event. Only the top scoring routine per pool will be awarded points. However, routines will maintain their placement and point allotment in the event that a higher scoring routine is not awarded points. In case of a tie, the higher technical merit will break the tie.

PLACE	1	2	3	4	5	6	7	8	9	10
SOLO	30	27	24	21	18	15	12	9	6	3
DUET	40	36	32	28	24	20	16	12	8	3
TEAM	50	45	40	35	30	25	20	15	10	5

3.6. Miscellaneous

- 3.6.1. In the event of a tie, the placing just beneath the tie place is omitted. (e.g. if there was a tie for second (2nd) place, the placing would be 1,2,2,4.)
- 3.6.2. All gifts, including flowers, loot bags etc. will be at discretion of each individual pool for their respective teams and not the responsibility of the host pool.

- 3.6.3. The host pool is required to test their underwater and overhead music equipment within one (1) week prior to the competition to avoid speaker failure.

4. DIVING

4.1. General

- 4.1.1. A meeting of diving coaches will be held before the season begins to explain the rules, hand out the degree of difficulty sheets, blank entry sheets, official team score sheets and the season schedule. The date and time of this meeting will be announced at the NAA general spring meeting.
- 4.1.2. All diving meets will be scheduled at a preset date and time determined at the beginning of the season by the V.P. Diving.
- 4.1.3. Only pools possessing a proper one (1) meter springboard with a moveable fulcrum will be permitted to host diving competitions during the summer. The pools that do not meet this requirement will not be allowed to hold the competition at their pool, but will still be designated as the home pool for certain competitions. They will therefore still be responsible for providing the officials as explained in rule 4.4.12. The V.P. Diving has final say in whether or not a pool possesses the proper facilities.
- 4.1.4. Only entry sheets and official score sheets supplied or approved by the NAA shall be used.
- 4.1.5. The recognized schedule of events for all NAA diving competitions is as follows:

Event	Category	Age	# of Dives
1	Pre Junior	8 and under	3
2	Junior	11 and under	3
3	Intermediate	12-14 inclusive	4
4	Senior	15 and up	5

- 4.1.6. Both male and female competitors will compete against each other in the same categories.
- 4.1.7. Points to be awarded to the top 4 divers from both pools to the total team score are determined by the divers' final placement in their event. The points to be awarded are as follows:

1st place:	24 points	5th place:	10 points
2nd place:	20 points	6th place:	9 points
3rd place:	14 points	7th place:	8 points
4th place:	12 points	8th place:	6 points

- 4.1.7.1. When awarding points to individual divers, each pool will receive points for their top 4 divers. In the event that a team has more than 4 divers finishing in the top 8, 4 of the other team's divers will still receive points in the top 8. (Ex: Team 1 finishes 1st, 2nd, 3rd, 4th, 6th, 7th they would receive points for place 1 through 4; Team 2 finishes 5th, 8th, 9th, 10th they would receive points for places 5 through 8)

- 4.1.8. Should two (2) divers tie for the same positions, they shall both receive the points corresponding to the highest position. The next placing will receive points corresponding to the position 2 below the tie. For example, 2 divers tying for 3rd place will score 12 points each. The next diver would score 10 points (for 5th place).
- 4.1.9. The total season scores for each team will determine the order of finish within each division. Placement for the following season will be thus determined, with the last place team in the "A" division exchanging places with the first place team in the "B" division.
- 4.1.10. The total season scores for each team will be determined by the sum of the total of all regular season team points and the team points accumulated at the diving championship competition.
- 4.1.11. In the event of an end-of-season tie in team points, tie breaking factors will be considered on the following order:
- 1) The team with the highest aggregate of the dual meets event points will be declared the winner.
 - 2) The team with the greater number of dual meet event points considering only meets between the tied teams will be declared the winner.
- 4.1.12. In the event that a meet has started, and must be postponed, the meet will restart from where it left off. If the meet left off in the middle of a round of dives, (ie third round of dives in the senior competition), the whole round will restart. No other divers shall enter the competition if they were not present at the start of the initial meet.
- 4.1.13. If a diver who started a meet is unable to attend the rescheduled meet, his/her score from that point will be counted as their final score and their points will be awarded accordingly.
- 4.1.14. Diving warm up will be by age categories and in the manner designated by the VP of Diving, ensuring the time is best used for all divers and coaches to prepare for the event. (No general warmup)

4.2. Eligibility

- 4.2.1. There will be no maximum amount of divers eligible to participate in any category for a regular season dual meet. Only the top four (4) competitors from each team will score points for their team in a regular season dual meet.
- 4.2.2. A diver may only compete in one (1) event at any competition.
- 4.2.3. A diver may compete in his or her age-group or an older age-group, provided that the rule 4.2.3 is adhered to.

4.3. Rules of Participation

- 4.3.1. Pre Juniors must complete three (3) dives, one (1) of which must be either a front jump or a back jump with a degree of difficulty of 0.5. Pre Juniors are allowed to complete all dives in the same direction, as long as they do not have the same dive number (i.e. 100A, 101D, 102C is an acceptable list but 100A, 101D, and 101A is not). Juniors

must complete three (3) dives, two (2) of which must be compulsory dives and one (1) optional dive. Intermediate divers must complete four (4) dives, two (2) of which must be compulsory dives and two (2) optional dives. Seniors must complete five (5) dives, three (3) of which must be compulsory dives and two (2) optional dives.

- 4.3.2. Each compulsory dive must be selected from any dive with a Degree of Difficulty (DD) of less than or equal to 1.7, with no repeats and no exceptions. The dives may be performed in any position.
- 4.3.3. Divers may perform their dives in any order providing rules 4.3.2, 4.3.4 and 4.3.5 are adhered to.
- 4.3.4. All dives having the same number, regardless of positions (pike, tuck, layout or free) are to be considered the same dive.
- 4.3.5. A diver in any age group may not execute more than two (2) dives in the same category (forward, backward, inward, reverse, twist). All twist dives, regardless of direction, are part of the same category. If a diver executes 2 dives from the same category, one MUST be a compulsory and the remaining an optional.
- 4.3.6. The list of dives must be signed by the competitor prior to the competition and the dives must be executed as listed.
- 4.3.7. Only dives listed on the Degree of Difficulty sheet may be executed. This sheet will be provided by the V.P. Diving. Any dives not appearing on this list may be used in competition providing that they are listed on the FINA degree of difficulty list.
- 4.3.8. Compulsory and optional dives may be executed in any one of the following positions: Layout, Pike, Tuck or Free position.
- 4.3.9. The referee shall have full and total control over the competition and shall ensure that the regulations are observed. The referee shall be responsible for detecting and declaring a failed dive.
- 4.3.9.1. All referees are required to attend a judge's clinic at the beginning of the season, unless they have taken an official judge training through a winter club. The date, time, and location of the judge's clinic will be determined by the VP of Diving.
- 4.3.9.2. All pools who use a referee who has not gone to the clinic each year or who is not certified through a diving club, will receive a point deduction of fifty (50) points for every meet with an unqualified referee.
- 4.3.10. Before the start of each meet, the referee shall verify all divers sheets for errors in the degrees of difficulties and in the combination of the compulsory and optional dives. Divers will be allowed to correct any errors thus detected before the meet and no points will be deducted from the divers' or teams' scores.
- 4.3.11. No alterations shall be made to the list of dives after the meet has begun.
- 4.3.12. The diving boards should be installed so as to be horizontal when the pivot (fulcrum) is centered.

- 4.3.13. Each dive shall be executed after the referee has given the signal. If a competitor executes a dive prior to the signal, the referee may, at his or her discretion, insist that the dive be repeated.
- 4.3.14. After each dive, on a signal from the announcer, each of the judges shall, without communicating to one another, immediately and simultaneously show in a distinct manner, by means of scorecards, the mark that he or she has awarded that diver.
- 4.3.15. Points shall be awarded in half point increments, on a scale of 0 to 10, according to the opinion of each judge, guided by the following table:

Excellent	10
Very Good	8.5 to 9.5
Good	7-8
Satisfactory	4.5-6.5
Deficient	2.5 to 4
Unsatisfactory	0.5 to 2
Failed Dive	0

- 4.3.16. If a diver should touch or hit the board, thus indicating that he or she was too close to the board for perfect execution, it is not necessarily a failed dive, but each judge shall use his or her own discretion regarding the deduction to be made.
- 4.3.17. A diver who balks, then succeeds in executing a dive on the second attempt shall have two (2) points deducted from each judges' mark. These deductions will be made by the table officials only after being so informed by the referee, who shall be responsible for detecting the balk. If the diver balks on his or her second attempt at the dive, the referee shall declare a failed dive.
- 4.3.18. If the arms are held anywhere above shoulder level in a feet first entry, or below shoulder level in a head first entry, the dive shall not be considered satisfactory, and the maximum score awarded shall be 4.5. The referee will inform the other judges, before the scores are awarded. The judges will then proceed to simultaneously award the diver with a maximum of 4.5. Should a judge award more than 4.5, the mark will be adjusted at the table to read 4.5.
- 4.3.18.1. A Pre-Junior Diver executing a front or back jump may enter the water with his/her arms above their head without receiving a deduction (as outlines in 4.3.15). Should their arms not be straight above their head, the judges may deduct points at their discretion.
- 4.3.19. When a diver had performed the wrong position, the maximum award for that dive shall be two (2) points. The referee will inform the other judges, before the scores are awarded. The judges will then proceed to simultaneously award the diver with a maximum of 2.0. Should
- 4.3.20. When a break in positions is observed, the score for the dive in question may not exceed 4.5. The referee will inform the other judges, before the scores are awarded.

The judges will then proceed to simultaneously award the diver with a maximum of 4.5. Should a judge award more than 4.5, the mark will be adjusted at the table to read 4.5.

- 4.3.21. When a twist is greater or less by ninety (90) degrees or more, than that of the dive that was announced, the referee shall declare a failed dive.
- 4.3.22. There will be no minimum amount of steps required in the performance of a hurdle.
- 4.3.23. The judges' awards shall be dictated one by one to the scorer who shall record each on the shore sheet. If five (5) judges are used, the scorer shall strike out the highest and lowest awards for each dive. If only three (3) judges are used, all three awards will be counted. The scores are then totaled for each dive and the sum multiplied by the Degree of Difficulty for that dive, thus giving the total point score for that dive. The total divers score is the sum of his or her individual dives.
- 4.3.24. When, at the end of a meet, an error is detected in the Degree of Difficulty shown on the divers' entry sheet, the error will be rectified and the total points for both the diver and the team shall be adjusted accordingly.
- 4.3.25. When, at the end of the meet, an error is detected in a dive number and/or descriptions on a divers' entry sheet, the total marks for that dive will be deducted from the divers' score and from the teams' score.
- 4.3.26. When an incorrect combination of compulsory and optional dives was not detected by the referee before the meet, the offending diver(s) shall be placed last and his/her/their score(s) shall not be counted toward the team score.
- 4.3.27. The number and positions of the dive to be performed takes precedence over the written description of the dive. If there is a discrepancy between the two (2) regardless of what was intended, the number with position shall predominate. The diver and coach are responsible for the accuracy of the dive information on the sheet.
- 4.3.28. At the end of the event, the referee shall review the score sheets in collaboration with the two (2) scorers and shall confirm the final results by signing the score sheet.
- 4.3.29. A diver may not enter the competition once his or her event had already begun, unless otherwise decided by the referee.

4.4. Dual Meet Competitions

- 4.4.1. The schedule of the dual meets is established at the beginning of the season. However, by mutual consent of the head coaches of the teams involved, the schedule can be adjusted. The host club shall notify the VP of Diving of any such changes.
- 4.4.2. There will be a rotation of alternating home meets from one year to the next (i.e. First year three (3) home meets/second year two (2) home meets). If a pool changes divisions, it will assume the rotation of the pool being replaced.
- 4.4.3. All regular season dual meets must be completed within the scheduled time and before finals or they will be subject to forfeiture.

- 4.4.4. Every effort will be made to reschedule a dual meet that could not be held because of the failure of one of the two (2) teams to participate.
- 4.4.5. In the event of forfeiture, the team that forfeited will receive no points. The other team will receive a point score equal to the average of the other dual meets in which it participated.
- 4.4.6. Meet results shall be recorded in three (3) copies of the official score sheet provided by the NAA for this purpose.
- 4.4.7. The host pool must deliver a copy of the score sheet to the visiting pool within twenty-four (24) hours of the end of the meet.
- 4.4.8. The host pool must deliver a copy of the official score sheet and their diver sheets to the VP of Diving within forty-eight (48) hours of the end of the meet. There will be a penalty of 50 points if the score sheet is not handed in on time. An additional 25 points will be deducted for each subsequent week that score sheet is not handed in. The VP of Diving will determine the location for delivery of the score sheet at the beginning of each season.
- 4.4.9. All individual dive sheets must be returned to the head coaches of each team. It is recommended that each coach then verify his or her divers' sheets and scores.
- 4.4.10. For the regular season dual meets three (3) judges shall be used, one of whom shall be the referee.
- 4.4.11. It is the responsibility of both teams to provide officials for the meet as follows:

Home Team

Visiting Team

2 Judges	1 Judge
1 Announcer	1 Scorer at the table
1 Scorer at the table	

- 4.4.12. Coaches from either participating team are not eligible to judge.
- 4.4.13. It is the responsibility of the host pool to provide ribbons for the divers.
- 4.4.14. Each pool is responsible to maintain 2 qualified diving judges who have been trained to the standards established by the VP of Diving. Coaches are not to be considered judges for this purpose. Any pool which does not have two qualified diving judges must send representatives to a diving judging clinic held by the VP of Diving prior to the beginning of the NAA Season.

4.5. Championship Event

- 4.5.1. A total of five (5) judges (one of which will be the referee) shall be used at the Championship Meet. All judges for this event will be provided by the VP of Diving.
- 4.5.2. All awards will be given out at the end of these competitions.
- 4.5.3. The host pools will be responsible for providing the following officials:

1 announcer
2 scorers (table workers)

- 4.5.4. All individual diver sheets for the championship event must be given to the VP of Diving 24 hours prior to the meet. They will be picked up at each pool prior to the competition.
- 4.5.5. The NAA diving championship shall be held each year in August.
- 4.5.6. Only those divers who qualify will attend.
- 4.5.7. Should a diver be unable to compete in the Championship, no alternate will take his or her place.
- 4.5.8. Divers competing in the Championship will earn points for their team, in the same fashion as they collect points in the regular season. Should there be more than 12 divers in an age group category only the top 12 divers will earn points. Only once the Championship is finished will the final division placements be determined.

The points to be awarded are as follows:

1st place: 24 points	7th place: 7 points
2nd place: 20 points	8th place: 6 points
3rd place: 14 points	9th place: 4 points
4th place: 12 points	10th place: 3 points
5th place: 10 points	11th place: 2 points
6th place: 9 points	12th place: 1 point

4.6. Qualifying for NAA Diving Championships

- 4.6.1. In order to qualify for NAA Diving Championship, a diver must finish in the top 3 in at least 3 dual meets.
- 4.6.2. A diver must finish in the top 3 in the same age group in order to qualify (i.e. A diver cannot qualify if they placed 1st in Junior twice and 1st in intermediate twice).
- 4.6.3. A diver must attend the Championship meet in the age group in which they qualified.
- 4.6.4. If a diver qualifies in two (2) age groups, they must choose one in which to compete.
- 4.6.5. The VP of Diving will send an updated document at the end of each week with the results of each pool (in order for coaches to keep track of who has finished in the top 3).

5. WATERPOLO

5.1. General

- 5.1.1. FINA rules shall apply, except as modified herein.
- 5.1.2. Regular season scheduling and arrangements shall be the responsibility of the VP Water Polo, in consultation with the water polo coaches and the President of the NAA.
- 5.1.3. All games shall consist of four (4) periods of seven (7) minutes each of running time. The clock shall be stopped only at the referee's discretion. The referee may ask that the clock be stopped in the event of a time-out or delays caused by injury, weather, poor behaviour, problems with equipment or caps etc. The referee may also ask that the clock be stopped after goals in the fourth quarter if one of the teams is, in their opinion, purposely delaying the game.
- 5.1.4. A regular season game shall be considered to be the period of time between the entry of the visiting team onto the premises of the host pool and its departure from the pool premises after the match.
- 5.1.5. The number of players in the water shall consist of 5 swimmers and 1 goalie. Teams may play with 4 swimmers and 1 goalie should both teams be in agreement. No team may start the game with less than 5 players. If the coaches cannot reach an agreement, then the team missing players will play shorthanded (5 vs. 4) or can choose to forfeit (while incurring the point penalties outlined below).
- 5.1.6. Regular season games will have a warm up that begins at 5:30pm with the game starting at 6pm, unless an alternate time is agreed upon by both coaches in writing. Playoff and Finals schedules will be decided by the VP.
- 5.1.7. The regular season game schedule must be followed. If a game has to be rescheduled due to weather, an issue at the host pool, etc., the VP must be notified of the change immediately. The new date, time (and possibly place) must be agreed upon by both coaches in writing.
- 5.1.8. Teams must change ends between periods (instead of at half time).
- 5.1.9. The exclusion period (kickout) is 30 seconds running time.
- 5.1.10. After the exclusion period is over, the player must be waved back into the game by the table officials. If a player enters the pool before the 30 seconds has elapsed, they will be given another penalty, and the other team will be rewarded with a penalty 5 metre shot.
- 5.1.11. A player can receive a maximum of three (3) exclusions (kickouts). On the third kickout, the player cannot re-enter the game. They may still sit on the bench with their team.
- 5.1.12. The referee will turn over the ball if they feel like a team is wasting time and making no effort to advance the ball towards the opponents' goal.
- 5.1.13. If a player leaves the game as a result of an accident, injury, or illness, the referee may allow the injured player to re-enter the water later in the game. In the case of bleeding,

the referee shall stop the game and order the player from the water until the bleeding has stopped.

- 5.1.14. If the referee calls a 2 metre ball, the ball will only become live after a pass (the FINA 2m rule will not apply)
- 5.1.15. An offensive player to enter the 2m area without the ball but:
 - the player may not receive the ball
 - the player may not obstruct the goalie
 - The player may not swim and obstruct a defensive player, with their team possibly taking advantage of the situation.
- 5.1.16. 14U goalies may stand on the ledge (if any) in the deep end at any time to defend their goal; for 16U goalies, playing from the ledge under any circumstances shall constitute a major foul. "Launching" out from the ledge or jumping off the bottom in the shallow end to foul an opponent (as opposed to blocking a shot or retrieving the ball) shall constitute a major foul. Resting on the ledge will be allowed for any age category.
- 5.1.17. Playing off the bottom shall constitute a minor foul for all field players. Repeated offences after at least one warning from the referee shall result in a major foul. Any deliberate attempt to prevent a goal-scoring opportunity by playing off the bottom will be considered a major foul. If it occurs in the last minute of the game, the major foul will be a penalty 5 metre shot.
- 5.1.18. Substitutions may be made:
 - a. between periods of play
 - b. after a goal has been scored
 - c. during a major foul
 - d. during a time-out
 - e. during the game but from the designated corner only (both players must be in the corner before the entering player joins the play)All substitutions will be made from the designated corner. An illegal substitution will result in a penalty (5m) shot.
- 5.1.19. Each team is entitled to two (2) one minute time outs per game (regular season, playoffs and finals included)
- 5.1.20. If an athlete is running late to the game but they still plan on playing, their name
- 5.1.21. must be on the scoresheet before the game starts (no names can be added after the game starts). If their name is still on the scoresheet after the game has been played and they DID NOT play/show up, this will result in a 2 goal penalty.
- 5.1.22. Any goal difference exceeding seven (7) will not be displayed on the scoreboard.

5.2. Eligibility

- 5.2.1. Water polo age categories shall be determined by a participant's birth year and not the June 30th rule. All participants must be twelve, fourteen or sixteen years old on January 1st of that season.

The recognized age groups for NAA Water Polo competition shall be as follows:

BOYS 14 & UNDER	GIRLS 14 & UNDER
BOYS 16 & UNDER	GIRLS 16 & UNDER
MIXED 12 & UNDER	

- 5.2.2. 5.2.2 Competitors may play in their age category or older.
- 5.2.3. Should a pool request to deviate from rule 5.2.1 (recognized age groups); each case must be presented to the VP Water Polo for review, once reviewed, the VP Water Polo will make a final ruling. All authorized exceptions must be declared prior to the 1st scheduled game of the season.
- 5.2.4. Identification of any competitor may be requested by the Referee at any Water Polo game.
- 5.2.5. A player must have played in two (2) regular season games to be eligible to play in the Playoffs or Finals. If a player is found to have broken this rule, any games that the ineligible player played in will be forfeited to the other team.
- 5.2.6. A player who is listed on the scoresheet of a game which has been forfeited by the competing team shall be deemed to have played in that game for the eligibility for Playoffs or Finals.
- 5.2.7. A team shall consist of a maximum of thirteen (13) athletes: seven (7) players and six (6) substitutes. In order to play a team must have a minimum of five (5) players.

5.3. Rules of Participation

- 5.3.1. It is the responsibility of the host club to provide a referee, a suitable ball and to ensure that a minimum of two (2) sets of caps are available.
- 5.3.2. Each pool must provide a secretary/scorekeeper for each water polo game.
- 5.3.3. Either one (1) or two (2) Referees may be used for dual meets.
- 5.3.4. Regular season games may end in a tie. No overtime or shootouts shall occur.
- 5.3.5. Playoff and Finals games that are tied following regulation play will be decided by playing two 3-minute quarters, followed by a (3 player) shootout if necessary.

5.4. Dual Competitions

- 5.4.1. The home pool shall be responsible to provide a qualified referee.
- 5.4.2. A Referee must not be an employee or committee member of either pool competing, unless agreed upon by mutual consent of both coaches in writing prior to the game.
- 5.4.3. In the event of a forfeit (defaulted game) it will be the responsibility of the winning team to submit a completed scoresheet with their athletes names filled in within 48 hours (2 days) of the date the game was scheduled to be played on (this will count towards player eligibility for playoffs and finals- see 5.2.6).
- 5.4.4. Score sheets must be submitted to the VP within 48 hours (2 days) of the game. It is the host pools responsibility to submit these score sheets. Failure to do so will result in a forfeit of the game for the host pool.
- 5.4.5. Teams will be ranked by a scoring system that is cumulative for all of their dual competitions. A win will award two points (2), a tie will award one point (1), and a loss

will award zero points (0). A forfeit with more than 24 hour notice to both the opposing head coach and the Vice-President Water Polo will result in a penalty of negative one point (-1), and a forfeit with less than a 24 hour notice to the opposing head coach and Vice-President Water Polo will result in a penalty of negative two points (-2).

	Points
Win	2
Tie	1
Loss (played game)	0
Forfeit > 24 hours notice	-1
Forfeit < 24 hours notice	-2

- 5.4.6. The dual meet schedule structure will be dependent on the number of teams participating. The schedule will either be randomly assigned or will be separated into two divisions based on the previous seasons results. This will affect who qualifies for playoffs (see 5.5.6)

5.5. Preliminary — Playoffs Competitions

- 5.5.1. Referees for the Playoffs shall be provided by the VP of Waterpolo.
- 5.5.2. Two Referees shall be used for Playoff games
- 5.5.3. Scheduling and arrangements for Playoffs shall be the responsibility of the VP Water Polo, in consultation with the Water Polo Coaches.
- 5.5.4. If two (2) teams have equal records at the end of the dual meet season and played each other during the season, then the regular dual meet will decide which of the two will advance. If the two teams have not played each other during the season, a sudden death playoff game shall be played between the teams immediately preceding the Playoff meet.
- 5.5.4.1. In the case where more than two teams have equal records at the end of the dual meet season, then the ranking of these teams shall be determined by a process to be decided by the VP of Waterpolo. This may include the use of playoff sudden death matches, a goal differential method or other method as the VP of Waterpolo may decide.
- 5.5.5. Playoffs shall be played following the dual meet season.
- 5.5.6. The teams participating in playoffs will be decided depending on how the dual meet season schedule was made (two division schedule or random assignment). It will either be the top eight teams from each category (random assignment), or all of the teams from both divisions (two division schedule). The VP will make which format we will follow clear within the first week of regular season games.
- 5.5.7. In a top eight format, the 1st round Playoff games will be set up as follows: 1 v 8, 2 v 7, 3 v 6, 4 v 5 with the winners advancing to the next round. In the subsequent rounds of the Playoffs, the matchups will be set with highest ranked remaining team playing the

lowest ranked remaining team in each category. If a team withdraws prior to the start of the playoffs, the VP may select an alternate (Team 9, 10, ...) to replace that team, in their current scheduled game time.

- 5.5.8. In a two-division dual meet season schedule, all teams would play a preliminary playoff game. Regular season rankings would be used to determine who plays who, similarly to the top eight format. The top 6 teams would move on to the round robin games, and then finals.
- 5.5.9. During the playoffs, the final two (2) minutes of the fourth quarter will be played under stopped time conditions.

Stop time rule: In all post season games, the final 2 minutes will be played with stopped time (opposed to run time). The game clock will stop if a goal is scored, the ball goes out of the field of play or the Referee awards a penalty shot. Time will resume once the referee signals the play to resume. This will not apply if the mercy rule is already in effect.

5.6. Finals — NAA Waterpolo Championship Competitions

- 5.6.1. Scheduling and arrangements for the Finals Championship shall be the responsibility of the VP Water Polo, in consultation with the Water Polo Coaches.
- 5.6.2. Two (2) Referees must be used for Playoffs and Finals Championship games.
- 5.6.3. Referees for the Finals shall be provided by the VP of Waterpolo.
- 5.6.4. The four finalist teams shall compete in each category in the following manner to determine the winner of the Waterpolo Championship:
 - 5.6.4.1. The first ranked team shall play the fourth ranked team. The winner of this game shall advance to the Gold/Silver medal game. The loser of this game shall advance to the Bronze medal/4th place game.
 - 5.6.4.2. The second ranked team shall play the third ranked team. The winner of this game shall advance to the Gold/Silver medal game. The loser of this game shall advance to the Bronze medal/4th place game.

5.7. Miscellaneous

- 5.7.1. Discipline and Brutality
 - 5.7.1.1. All acts of brutality as defined by FINA must be reported within 24 hours by the Referee to the VP Waterpolo who has the power to suspend the offending player after consultation with the opposing coaches in the offense. The offending player will remain on probation for the remainder of the season. Any re-offense will result in a minimum sanction of disqualification for the remainder of the season.
 - 5.7.1.2. The VP Waterpolo has the authority, following a hearing, to disqualify a team from finals for illegal activity during the season.

- 5.7.1.3. The conduct of the teams prior to the match and after the match shall be the responsibility of the individual coaches and not the Referee.
- 5.7.1.4. The VP Waterpolo has the right to disqualify a team if the team has received three (3) suspensions during the summer.
- 5.7.1.5. A player suspended more than once during the prior year will begin the summer on probation.
- 5.7.2. Quebec Games Tournament
 - 5.7.2.1. The Quebec Games water polo tournament will be held on the first or second weekend of August at the Dollard Civic Center between approximately 14h30 and 21h30.
 - 5.7.2.2. Coaches interested in entering a team will respond to the VPs invitation to participate. Failure to answer within the allotted time will mean that the team will not be entered into the tournament.
 - 5.7.2.3. There will be an NAA play-in tournament to decide the 16U teams that will participate in the Quebec Games finals held at DDO (one boys and one girls team). The 14U teams that will represent the NAA will be decided based on the results from the regular season (top boys and girls team).
 - 5.7.2.4. The age related participation rules for Quebec Games are different. The athlete must be 16 years old on January 1st of that year, and staff members are allowed to play. A staff member is considered a member of the pool they work at.
 - 5.7.2.5. If an individual pool cannot field a team, some arrangements may be made at the VPs discretion to accommodate those pools. Requests for accommodation must be received before the play-in tournament.

5.8. Mixed 12 and under Games

- 5.8.1. All rules from section 5 will apply, except as modified in this section.
- 5.8.2. The Games may consist of boys and girls (mixed). All games shall consist of four (4) periods of five (5) minutes each of running time
- 5.8.3. The number of players in the water shall consist of 4 swimmers and 1 goalie.



*Constitution of the
Northshore Aquatic Association*

Assemblée générale
General Assembly

Governing body of the NAA