Kearns Water Polo Table Manual

Introduction/Overview

We will use two people to run the table at these water polo games:
1. Score Keeper
2. Clock Operator

Only those people working the table should be sitting at the table. Anyone working the table must look and act professional at all times. Shirts required – no swim suits. No texting or talking on your phone during a game. Everyone at the table must be impartial. No cheering while at the table. Do not switch people in the middle of a game – the same people that start the game need to finish the game.

1. Score Keeper

The Score Keeper must record everything that happens during the game on the Official Score Sheet including goals, major fouls, and time outs. Make sure to use a pencil or ball point pen – not a pen that will run if it gets splashed. Before the game begins, the scorer should make sure the score sheet has the following information filled out:

1. Player first and last names and corresponding numbers for each team.
2. Team names.
3. Location, date, and time of the game.

Once the game begins, enter the game events in chronological order. The top portion of the score sheet is a summary of what happens during the game. The bottom portion is a list of the actual events that take place during the game. Always record the actual events of the game on the bottom portion before recording the summary of the game on the top portion. If the two do not agree, the bottom portion is the one that is official. Accuracy here is extremely important.

The following abbreviations are used to describe the events that take place in the remarks column of the score sheet: **G** = goal, **GX** = goal extra man, **GD** = goal man down, **GP** = penalty goal, **E** = exclusion, **P** = penalty foul, **M** = game exclusion, **B** = brutality, **YC** = yellow card, **RC** = red card, **TO** = time out

The Referees will show what happens through hand signals and sometime verbally tell the table. The Score Keeper should record the event and cap number based on what the Referee signals, not necessarily who is swimming towards the ejection box, for example. Each event that takes place is marked by writing the time, cap number, team color, remark code and score if applicable. The beginning of the game starts at the top left side and continues over to the next column, until the game is completed.

In recording the summary information in the top portion, each area has its own column, beginning at the left with the players' names and continuing to the right with a column for personal fouls, and goals by quarter. In the personal fouls column you should record the type of major foul and the quarter it was committed (e.g. E/2 for an exclusion that occurred in the second quarter or P/4 for a personal foul that occurred in the fourth quarter). When recording goals scored, make a hash mark in the appropriate column. Every fifth hash made within a quarter should be made diagonally across a group of four.

All timeouts must be recorded on the score sheet at the time they are taken. Write them in the Progress of the Game section, then in the Timeout summary box.

At the end of each period, record the period's number of goals in *Final Box* found in the lower right corner.

At the end of the game, total the score of each period in the Final Box. Check that this agrees with the last running score in the *Progress of the Game* portion.

If the names on the score sheet do not match what is in the pool, or if a player is in the water that is not on the roster, tell the League Director or Referee as soon as possible.

2. Clock Operator

A water polo game consists of four equal quarters. The Elementary and Junior High School Divisions will play 5 minute quarters. The High School Divisions will play 6 minute quarters. We use a Colorado System 6 Sports Timing Console.

The primary job of the Clock Operator is to start and stop the clock throughout the game. Starting and stopping the clock starts and stops the game clock and the shot clock. The clock stops with each whistle and does not start again until the "free throw" is taken (or about 3 seconds if they do not put the ball in play). A "free throw" is when a player passes the ball to another player, passes the ball to himself/herself by throwing the ball into the air a few inches, or by the player swimming with the ball. The desk official must be aware of where the Referee is requiring the "free throw" to be taken, in order to know whether the player has put the ball back into play.

The Clock Operator is also responsible for displaying the score. It is important that the scoreboard always reflects the score according to the official score sheet. The Score Keeper and Clock Operator should check that they have the same score often.

The third responsibility of the Clock Operator is to manage exclusion times. There are two types of major fouls, a foul that results in a penalty shot being awarded and a foul that results in a player being excluded. Only the exclusion foul results in the offending player sitting out for 20 seconds. When this happens, the Clock Operator pushes the ejection button (A, B, or C). The shot clock is automatically reset when you push the ejection button. If the offensive team scores, or the defensive team regains possession, the excluded player may re-enter immediately.

When the 20 seconds of game time has elapsed, the Clock Operator will hold up the appropriate colored flag until the player has re-entered the pool. (white flag for white caps, blue flag for dark caps).

If any player receives a third major foul according to the scorer, the Clock Operator should hold up a red flag as soon as the foul occurs. If the third foul was an exclusion foul, simply continue to show the flag until the team and offending player see it. If you have been displaying the red flag and the player re-enters, let the Referee know immediately. If the player re-enters under a red flag, it is a penalty shot for the other team.

If an athlete commits a third foul resulting in a penalty shot being awarded, let the Referee know before the shot is taken so he/she can remove the defensive player from the pool.

The Shot Clock should be reset if there is a shot, a change of possession, or an exclusion/penalty. Push the reset button right when it leaves the shooter's hand on a shot. If they do not take a shot within their shot clock time, a horn will go off and the other team is awarded a "free throw" at the spot where the ball was located when time expired. You need to reset the shot clock when they shoot the ball and AGAIN when one of the teams gains possession of the ball after the shot.

When an event happens (a goal or major foul), the Clock Operator should tell the scorekeeper the time on the clock and can help them identify the cap number, color of cap, and what happened.

The Colorado System 6 has a "Shot Clock Reset Undue" button. This button is not labeled but is right next to the shot clock Edit Button. Push this if you reset the shot clock but shouldn't have.