



2012 Club Handbook

NW Juniors Volleyball Club is proudly sponsored by:



Northwest Juniors Volleyball Club

2012 Club Handbook

INTRODUCTION

Welcome to Northwest Juniors Volleyball Club and Thank you for entrusting the development of your child's volleyball skills to our club and staff. *Northwest Juniors* is the oldest club in the state of Washington, established in 1972. Since that time, the club has evolved and grown to become the largest club in the Northwest and serves two geographic areas of the Puget Sound Region: the Eastside and Edmonds.

We constantly strive to assemble a staff that is committed to helping your child develop and grow as a volleyball player. As coaches, we are all committed to sharing with your child our knowledge and experience as well as our passion and love for the sport of volleyball. I would like to take this time to thank all of our coaches for their efforts and commitment to our athletes and their families.

The purpose of this handbook is to introduce you to our club and our policies as well as share with you your responsibilities as members of our club. Whether this is your first year with Northwest Juniors or your tenth, we ask that players and parents review this handbook thoroughly. Your understanding of these materials as well as your observance of our policies will ensure that you will have a fulfilling season.

The Board of Directors is responsible for setting policies and overseeing the operations of the Club. The Board hires the Club Director and Assistant Club Director, who are responsible for implementing policies, managing the club, enforcing rules, and operating the club.

The Club expects the Board, players, parents, and coaches to adhere to the Mission, policies, and guidelines set forth in this Handbook. We look forward to a great season with you and again thank-you for your participation.



*Member in good standing:
Puget Sound Region, USA Volleyball*

CLUB MISSION

NW Juniors Elite VBC was founded to give local athletes who are motivated to play volleyball at a high level an opportunity to excel, receive advanced training, and gain exposure for their hard work and dedication.

We do this by providing an environment where these motivated athletes will be exposed to high levels of training with an emphasis on fundamentals and sportsmanship, be given opportunities to compete with the best teams in the country, and offer them the tools to be successful. Among the tools we will provide:

- Training in systems of play used by the greatest teams in the world
- Tools to promote themselves to college recruiters
- An understanding of the importance of goal setting in developing the whole athlete and belief that in order to be successful, they must have a roadmap to success
- Promote leadership and teach the importance of team unity
- Stress the importance of personal discipline, organizational skills, time management, and character building

When enrolling with NWJRS Elite, you are getting more than just practices, tournaments and travel. We offer additional resources that are needed to prepare our athletes for the next level. Our program includes recruiting education & resources, goal-setting sessions, promoting our athletes, nutrition education, fitness & conditioning education and access to advanced training, as well as positional tutoring.

ROLES OF KEY PERSONNEL

BOARD OF DIRECTORS

We are managed by a **Board of Directors** (BOD) which meets regularly to oversee the day to day operations of Northwest Volleyball. The BOD's primary task is to work with the Club Directors in managing the club including travel, tournaments, scheduling, coaching, and disciplinary actions. They are also responsible for identifying opportunities for community outreach and fundraising/community service. The Board hires the Club Director and the Assistant Club Director, establishes fees, creates the annual budget, hires and approves coaches, and addresses various issues that arise during the season.

If a player or parent has questions or concerns that they would prefer to address to someone other than a club director, they may contact one or more members of the Board who can then bring the issue to the attention of the BOD.

CLUB DIRECTOR

The Club Director is responsible for the day to day operations of the club and coordination of all activities that the club is involved in. The Director also serves as the technical director for the coaching staff – ensuring that staff coaches are adequately trained and using effective teaching methods including those advocated by the Gold Medal Squared systems of play. The Club director is available to advise or assist those elite players who wish to participate in a collegiate program.

If during the season a player or parent has questions, comments, or suggestions concerning a coach, a team, or the club, they may contact the Club Director at the appropriate time.

ASSISTANT CLUB DIRECTOR/CLUB ADMINISTRATOR

The assistant club director acts as the Club Administrator and manages the day-to-day business operations of running the club. They also are responsible for coach training and management in one geographic location where the Club Director is not fully accessible. Questions regarding uniforms, registration, program fees, scheduling, travel arrangements, the yearbook, or other administrative matters may be directed to the Administrator/Assistant Club Director.

COACHES

Coaches are selected based on a strong volleyball background either as a player or a coach (or both). They must be willing to commit the time and energy necessary to be a club coach and must demonstrate an interest in working with young athletes. Many of the club's coaches have extensive volleyball backgrounds including college coaches, high school coaches, or extensive club coaching experience.

All coaches attend the club's annual club orientation where the club discusses club policies and procedures. They also participate in monthly coaches meetings and coaches' clinics presented by the Club Director. Contact information for all coaches is located on the "Coaches" Section of the website.

PLAYERS

Players are the primary representatives of the club. Players fulfill their role by giving their best effort at all practices and tournaments, playing hard, and showing respect to their teammates, coaches, opponents, officials and the parents who are responsible for their safety and well-being while traveling. Players need to be aware of commitments to their teams and focus their efforts during the season on improving their individual and overall performances. Players are also responsible to stay eligible by keeping good grades in school.

PARENTS

Parents can enhance a player's club experience by participating in club events, volunteering to be a team Focal or tournament chaperone, and by attending their daughter's tournaments. There are several specific obligations required by all club parents which are discussed in the section "Policies regarding parents". They include:

- Meeting financial obligations to the club in a timely fashion.
- Providing players with transportation to and from practices and tournaments
- Being aware of and adhering to tournament etiquette and sportsmanship rules.

CLUB PHILOSOPHY

Northwest Juniors supports the idea that participation in any sport is good for the physical, mental and social development of young people. Thus, we will not ask our players to give up another sport in order to play volleyball. We feel very strongly that it should be up to players and their parents to choose the sports and activities in which an individual should be involved and we will not interfere with those choices. Because of the nature of Elite Teams we need to make sure that the players know that we want them to make this commitment a priority, especially in situations where a team will be attempting to qualify for Nationals. We require our players make a commitment to their teams and if they do not feel that they can balance all activities and keep their commitment, they should not enroll in NW Juniors Elite.

In the case of players at the 18/17 under age group, we do ask that players make more of a commitment to their club volleyball teams and limit or exclude other extracurricular activities. While there are a few documented examples of players going on to be successful in multiple sports at the major college level, those are examples of extra-ordinary athletes with great time management skills and/or very resilient bodies. We want the players at the 18's and 17's age group to understand that if it is their intention to play volleyball at the next level (which is why they chose this club in the first place), they should make smart choices when it comes to how they spend their time. Additionally, their complete commitment to their team helps to ensure that their team will be a full strength when competing and will allow for college recruiters to see the full potential of the team and its members.

It is also important that players remember that volleyball and other sports are extracurricular activities. School studies and good grades must come before anything else and we require that our members maintain passing grades. We also appreciate the support of parents in enforcing this concept. Additionally, while we think school is important, we don't believe it should be used as an excuse to miss practice if you are using proper time management skills. Please plan accordingly when finals arrive so that you can be prepared for finals and still make volleyball practice or tournaments.

Each season NW Juniors Elite teams will participate in national competitions. These tournaments give players an opportunity to enjoy some exciting and challenging volleyball in other cities and states. The travel also gives older players more exposure to college recruiters. We want to emphasize that one of the more important selection criteria for our club's teams is the player's dedication and enthusiasm for volleyball. Travel to some of the more distant tournaments sometimes means vigorous, tiring schedules, homework done on the road, and missed social activities. This leads to development of discipline and good social skills. We realize the commitment we ask of our players and parents is not a small one, but the challenge, opportunity and fun make it well worth the extra effort.

CLUB FINANCIAL POLICIES

Northwest Juniors is an organization that is supported by its members. The Club has financial obligations to meet and a budget that it must adhere to. In order to meet its various expenses, the club charges program fees that cover the costs of renting practice facilities, paying entry fees for tournaments, providing teams with equipment, maintaining equipment at practice facilities, providing uniforms, paying coaches and staff salaries, paying staff and chaperone travel expenses, paying for team travel expenses not including individual airfare, and covering the typical operating expenses incurred while running a year-round volleyball endeavor.

All payment commitments must be met in a timely manner, otherwise the club cannot function properly.

Payment reminders will be sent out via email. Invoices will not be mailed. When paying by check, please allow for postal delivery time so that you meet the payment deadline -- checks should be made out to NW Juniors VBC and mailed to 15821 NE 8th St., #W-200, Bellevue, WA 98008.

REVENUE & EXPENSES

Our intention is to place at least 12 players on each team in order to cover team expenses – and all members of the club pay the same amount, with the exception of the U14's teams, who have one less travel tournament during the season and pay lower season dues. Members pay their club dues in monthly installments beginning with a deposit due upon acceptance to the club. Members have the option of paying all at once and will receive a 5% discount for doing so.

SEASON DUES

We arrive at a cost for the season by anticipating the number of teams, coaches, and players we will have each season. We budget for practices from December through June for every team with each team receiving at least 2 practices per week (6 hours); position tutoring; and a very competitive tournament schedule for the season. Speed, agility, quickness (SAQ) training is also available for an additional fee through PSP (*Precision Sports Performance*). We also budget for our teams to travel out of the region for Qualifiers and other tournaments that

will give them the maximum exposure to college recruiters and opportunities to qualify for Nationals. Given that these costs are fixed, our budget is dependent upon all players on the roster paying their dues in full for the entire season. All club administrative and operational expenses are shared equally by each club member regardless of the number of tournaments they play in and total number of practices.

Every person's commitment to the club is important for the financial solvency of the team and the club. Players who withdraw from the club or whose seasons are shortened by injury are still required to pay their share of dues for the entire season. Parents are required to keep their accounts up to date in accordance with the payment plan they select. It should also be noted that it is Puget Sound Region policy that players that are not in good standing with their previous clubs will not be allowed to participate in subsequent seasons for ANY club until they are in good standing.

PAYMENT OF DUES

When you register your child for the club, you indicate a payment plan and a method of payment that you will be using. We accept checks, money orders, or a Visa/Master Card option as form of payment. The online registration form includes a section where you indicate that you agree to and understand your responsibilities in regards to the payment of dues. Regardless of the plan that you indicate, you will be sent a monthly statement from our billing department (billing@volleyballnw.com) summarizing your current financial status with the club and giving you the option to pay your dues through our online payment form. Players may be sanctioned for late payment of dues. When sending a check or money order, please be sure to write the player's name on the check to ensure proper credit. Under no circumstances should a coach collect monies for payment of dues.

Circumstances that prevent a player from participating (injury, schedule conflict, suspension, etc.) do not dismiss the financial obligation to the club. In the case of 18-year olds signing their contracts with the club, we will require their parents to act as co-signer on all registration paperwork requiring a financial obligation.

Please note that a 3% convenience fee will be assessed for all credit card transactions.

FAILURE TO MAKE SCHEDULED PAYMENTS

If a payment is not received by the 10th of each month (grace period considered), the club will institute the following policy:

1. A 10% late fee may be charged on the total balance remaining as of the grace period date, and
2. The player may not be allowed to practice or participate in tournaments until the payment is received.

REQUESTING A PAYMENT EXTENSION OR ALTERNATE PAYMENT SCHEDULE

Occasionally, there is a need to make special arrangements in regard to payments. The club will do everything possible to assist in such arrangements. If a special arrangement is desired, send a request in writing to the Club Administrator, setting forth specific installment amounts and the specific dates of payment. The Club Administrator will present all requests to the BOD and send a written response with an addendum contract to be signed by the applicant if such payment structure request is approved.

FUND RAISING & FINANCIAL AID

NW Juniors Elite offers fundraising opportunities which help our members pay their dues, offset extra travel and other unforeseen expenses. We encourage all players seeking financial aid to make use of our annual club-wide fundraiser, which is the Club Yearbook. The yearbook is a marketing opportunity for the club to advertise our club and its members. It is also a chance for the club to promote our players to college recruiters. Every member of the club is required to secure at least one \$50 business card-size ad for the yearbook to cover expenses for producing the yearbook. Any advertising secured above that initial \$50 ad is given back 100% to the member that secures the ad. This provides a great opportunity for our members to offset the costs of club volleyball participation. This is something *very few* clubs offer. Those who are counting on Yearbook sales to pay for their season dues must know that yearbook sales are not applied to their balance until the February installment and they are responsible to stay current with their dues until the yearbook monies are added. Members are given the window of November (from the time they join the club) through January 15th to secure their advertising. Any yearbook revenue secured above the total cost of the season will be applied towards the next season's dues for that member. Should the member not return that balance will be transferred to the scholarship account so that another member can benefit.

The club may also provide financial aid to those who qualify. Financial aid includes working scholarships as well as financial assistance. Please see the application process outlined on the "FINANCIAL AID" page of the club's website for detailed information, deadlines for submission, and to obtain a request form. Please note that financial aid will not be awarded to those that do not fully participate in the Yearbook fundraiser.

Teams are also welcome to do their own fundraising outside of club-sponsored activities provided the BOD approves of them. If requesting a team fundraiser, please make a written proposal/request to the Club director,

giving enough time to allow for approval or amendments. The Club Director will present to the BOD for approval. On occasion, select teams (typically those with additional travel expenses) are offered the opportunity to fundraise through concessions at Northwest Volleyball-hosted tournaments.

FAMILY DISCOUNTS

Families with two or more members taking part in the NW Jr's volleyball program are eligible for a family discount on the monthly club dues for the second (or more) children. The discount will be \$300 if they are on an Elite team or \$200 if they are on a NW Juniors team and \$140 if they are on a U12 team. Discount will be applied to the last payment of the player contract.

TOURNAMENTS

We enter our teams in a combination of one day and multi-day tournaments. All of our Elite teams are entered in the Puget Sound Region Power League, which is a seeding league; they are also entered into at least two tournaments which give them an opportunity to qualify for the USAV National Championship Tournament. Our 15 and older teams are given three opportunities to qualify.

Most one-day tournaments typically start at 8:00 AM with round robin pool play, consisting of two or three matches and are followed with single elimination bracket play. Teams making it to the finals will add another two or three matches to their day, depending on the size of the tournament. Many tournaments we enter involve two or three days of pool play, followed by single elimination bracket play. In a two-day tournament, bracket play sometimes starts immediately after the second day's pool play, and wraps up that evening. In the longer tournaments, bracket play starts early in the day on the final day of the tournament.

Since team entry fees must be paid well in advance, and the large amount of planning required for travel and lodging, it is extremely important that all players make it a priority to attend in order to give the team the best chance of qualifying for Nationals.

Player's cost beyond fees already scheduled is kept to a minimum; the main item the players are responsible for paying during an average one-day tournament is their individual meals and snacks. Trips requiring more significant meal and snack costs are planned and discussed with the parents ahead of time.

Our general rule for driving to tournaments is this; 17 and 18 year olds can drive to all tournaments in the King, Snohomish, and Pierce County area. Outside of that area, they are required to be driven by a parent or guardian. 16 year olds must be driven to all tournaments, regardless of location.

CLUB SPONSORED TOURNAMENTS

Northwest Volleyball hosts several junior volleyball tournaments throughout the season and we often enter several of our teams in each of these tournaments. Often times, our teams will be assigned to show up early for set-up and/or stay late to take down and clean-up. In the case of our multi-day tournaments, often times we assign teams that are not participating in the tournament to assist. In many cases, we offer these assignments to teams and tie them in with an opportunity to run a concession stand as a team fundraiser. Our NW Junior Elite teams get first option to host these concession stands, as their costs are higher than NW Juniors teams. Traditionally, teams that have embraced these opportunities have done very well in their fundraising efforts. When offered the opportunity, we have resources for those that would like suggestions for successful concession stands. We ask that all members (players, parents, coaches) understand these responsibilities and work closely with our tournament directors to help ensure that all who participate in our tournaments have an enjoyable experience.

PLAYER RULES AND POLICIES

DEMONSTRATING PROPER RESPECT

The Club expects each player to treat all club coaches, other club members, and all adults (parents, coaches, officials) with respect and to address them in a proper manner. When at a tournament, Directors, referees, other coaches, and opponent players and parents are to be treated with respect. Failure to adhere to this standard may result in the player's immediate suspension or dismissal from the club.

ATTENDANCE

A team is dependent upon all of its members. Since a player cannot improve and contribute to their team unless they attend practice, all players are expected to make every effort to attend all scheduled practices. Obviously, there may be unavoidable reasons why a player must miss a practice, but chronic absences and tardiness will impact a player's future with the club.

If a player must miss a practice, **THE PLAYER** must call (not a text unless the coach approves of this as a method of communication) their respective coach at least three hours before practice. When missing practice, a teammate should be contacted afterwards to confirm that the date and/or time of the next practice or meeting has

not changed. A player who fails to attend practices regularly may be dropped from the team or Club as the case dictates.

It is also the **player's** responsibility to **BE ON TIME** for all practices and tournaments. If a player has a good reason for being late to a practice or tournament, **the player** must communicate this to the coach. Players are expected to attend all scheduled events except in the case of illness, injury, family crisis, or other emergency situation. Family trips are not considered emergency situations. Our Attendance policy is as follows:

- Each player will be allowed six (6) absences from *practice* for the entire season (due to illness, family or school functions). Missing more than 6 may result in suspension.
- Each player will be allowed two (2) absences from *tournaments* for the entire season (due to illness, family or school functions). Missing more than 2 may result in suspension.

TEAM CHEMISTRY AND SUPPORT

A very important part of a team's success is the chemistry that develops between the players. The unity, support, friendship, and effort with each other are imperative to the success of the team. All players will be expected to contribute to the team chemistry and to be enthusiastic at both practices and tournaments. Ultimately, sports are supposed to be fun.

PRACTICE RULES

- Players are required to be ready to begin practice at the designated start time. Please allow yourselves enough time to put on kneepads, change shoes, be taped if needed, and do pre-practice routines. Players are expected to assist in practice set up such as setting up and taking down nets and standards, and putting away volleyballs and other equipment that may be used that day. Begin practice mentally prepared. Have personal goals for all practices. A good time to think about goals is during warm-up.
- At all times, players are to put forth a maximum effort to perform at the best of their ability. In every drill, especially when fatigued, they are to attempt to play the ball using the correct technique.
- Players are expected to control negative emotions brought on by frustration and/or fatigue. Blatant use of negative words or body language towards self, teammates, or coaches will not be accepted. Failure to maintain emotional control may lead to their dismissal from all or part of practice.
- Players are expected to hustle, jog and/or run between stations at practice. Examples include shagging balls, returning to lines in drills, to and from water breaks, and when called into group instruction.
- Any scheduling changes due to weather or conditions beyond our control will be communicated through our club website. Please be sure to check the home page for news of an immediate nature. During winter storm season if a practice is not cancelled, parents and/or players can use their discretion to choose not to attend practice if the conditions are dangerous. These will not be counted as missed practices, but the coaches still need to be notified.
- Please bring your own plastic water bottle to practice and tournaments.
- Players who are not current in their dues may be excluded from practices or tournament play.

PLAYING TIME

Playing time is a highly charged and often misunderstood issue in youth sports. It is a part of the development of the athlete to be able to apply the skills and fundamentals taught in practice in a match situation. Only then can a coach and player truly realize which skills the player is proficient at and which skills require more training at practice. In the case of our Elite teams, equal playing time does not always lead to team success at crucial tournaments.

Our Philosophy for NW Juniors Elite teams is that NW Juniors Elite **does not** guarantee playing time for everyone at tournaments. Nearly every tournament the Elite teams play in is of high significance, whether it is the PSR Power League out of region Qualifiers, therefore the intention is to put the team that has the best chance of success on the court at all times.

Players are constantly evaluated on their athletic ability, improvement over the course of the season, performance at practice, ability to be dependable and reliable during competition, and overall contribution in whatever capacity they are asked to perform that ensures the success of the team. A player's athleticism or suitability for a role determines what position they will be asked to play and their performance in practice will help determine what role she will play in tournaments.

Other factors that contribute to playing time include how they add or take away from the team's performance compared to others that play their position. Coaches are constantly trying different combinations of players to find which ones work best together and lead to the greatest amount of team success. This means some players will

play more than others. Players are expected to understand and accept their role as defined by their coaching staff and accept that the collective success and performance of the team has the highest priority.

If a player feels there is not a fair opportunity to play at tournaments under the guidelines expressed, **the player** should approach the coach at an appropriate time for an explanation. If necessary, the player may proceed through the Complaint Procedure described in this Handbook.

DROPPING OR SUSPENDING A PLAYER

There are several reasons why a player would be asked to discontinue playing or be suspended:

- Lack of commitment as evidenced by missing too many practices or tournaments.
- Poor sportsmanship or lack of respect for authority
- Poor attitude, lack of effort, disruptions and/or dishonesty

PLAYER CODE OF CONDUCT AND “ZERO TOLERANCE” RULES

Players are reminded that they are representatives of NW Juniors Volleyball Club and they should exercise good judgment and be considerate of others at all times during tournaments. Players are expected read the club’s travel rules and abide by them. These rules are outlined on our travel pages. The more important rules are outlined below.

Players are expected to arrive in time and stay with their team during all one-day tournaments and overnight tournaments. Overnight tournaments are not a time to schedule family visit with relatives or friends *until after the player is formally released by the coach.*

For safety purposes, during overnight tournaments, players are expected to travel in groups of 3 when not escorted by a chaperone or coach. Players must always receive permission from the chaperones before leaving their rooms for any reason. Players must wear appropriate attire when traveling through the hotel halls. For example, if going to the hotel pool, players must wear footwear and clothing over their bathing suit. No walking barefoot, in bikinis and wrapped towels, robes, etc. at any time.

In addition, parents are reminded that there is a “Zero Tolerance” policy with respect to the following rules:

- **Players must not take or possess unlawful drugs or alcohol.**
- **No boys in players’ rooms and no players in boys’ rooms.**
- **Players must not participate in any criminal activity, including shoplifting or other forms of theft.**

Any player who engages in such misconduct will be immediately removed from her team and sent home at the expense of her parents.

SANCTIONS

Players whose actions violate the rules and regulations outlined in this handbook are subject to disciplinary actions that may include probation, suspension, or expulsion from NW Juniors VBC.

PROBATION may be imposed which allows the player to practice with the team, but not participate in tournaments. In the event that probation is imposed, the party leveling the probation (either coach or club) will inform the player of the deficiency, the length of probation, and the manner in which the deficiency can be corrected. Upon completion of the probationary period, if the deficiency has been corrected, the player will be reinstated with full team privileges. If the deficiency is not corrected, the probation may be extended, or the player may be suspended.

SUSPENSION means a player is suspended from participation for a specific number of days. During suspension, the players cannot participate in any team-related activities.

EXPULSION means complete denial of the right to participate in any team or club related activities for an indefinite period of time.

GOAL SETTING

We want our players to recognize the importance of Goal Setting in mapping out their path to success. A common view of goals is as a tool to be used in the quest for higher levels of motivation. Goal-Setting Theory and subsequent refinements based on research and practice provide a process to create goals that will motivate us to higher levels of performance.

Goals, in this sense, provide a motivational focus; a purpose if you like. If you set goals appropriately you will find that you gain access to feelings of satisfaction, confidence and calm. The flip side is that inappropriate goals can be a source of anxiety or stress.

Your goals also represent a means of evaluating your performance and represent core values and beliefs about sport and success. In short, criteria that focus on self-improvement or effort are considered to be more positive than a focus on performance against others.

Goal setting is encouraged for all athletes in our program. It will begin with a club-wide goal-setting introduction in the early season where the tools will be introduced and should be followed up at the team level by the coaches throughout the season. Players should regularly evaluate their goals and may be required to turn in monthly personal development and team goals. It can't be overlooked how important this tool is in developing our young athletes and arming them with the tools for success.

RECRUITING RESOURCES

As we will stress throughout your tenure with NW Juniors Elite, it is important to us that we prepare our athletes for playing at the next level when they graduate high school. Trying to earn a college scholarship is a **process**. We will provide our members with the tools we feel are necessary for them to be successful. By NCAA standards, athletes are recruits as soon as they enter the 9th grade. Our program is designed to offer resources to all of our athletes regardless of where they are in the recruiting process.

Whether it is offering the initial tools of goal-setting to our U14's or sample letters for our 17's and 18's to send to college coaches, we have tools for all of our members. Our program will assist any players wanting to market themselves to college coaches. We will schedule a recruiting seminar early in the season and the club will assist in making sure that our players receive maximum exposure to college recruiters by competing in national qualifiers and top-level tournaments.

ACADEMIC STANDARDS

We at NW Juniors Elite understand that the primary responsibility for determining the importance of academic progress lies with the player's parents. We place a high value on education, especially as it relates to the player's ability to be admitted to the college of their choice. Because it is in the players' best interest we strongly suggest that all players accepted into NW Juniors Elite maintain a minimum of a 3.0 cumulative GPA (on a 4.0 scale). Again, we do not want to assume the parent's role in determining what is an acceptable level of academic success in their household, we would appreciate their assistance in at least alerting the club and coaches of any academic difficulties so that we may address the issue and come up with a plan that will assist the player in getting their grades to a suitable level.

MULTIPLE SPORT ATHLETES

As stated earlier, we expect our players to make a commitment to their teams for the season. We are aware that a student athlete interested in our club may be interested in multiple sports during the club volleyball season. We also realize that some of the best volleyball players are just great athletes and have other athletic interests that may have been cultivated in their younger years. Through a player's sophomore year in high school we encourage participation in as many sports or activities as the athlete can adequately handle. However, any athlete that chooses to play in a school sport (or other club sport) during our club season is obligated to sit down with their parents and coaches to determine the following:

- They need to identify which sport has a priority when there is a conflict.
- They need to compare schedules and determine the number of practices or tournaments they may miss, leave early for, or be late to.
- They need to consider the time commitment necessary to be successful in all activities they take on
- They need to consider the physical and mental strain they will endure in trying to be successful in all activities they take on
- The need to assess how their other extracurricular activities will affect their contribution to the team as well as how it may affect their playing time.

For our juniors and seniors, we highly discourage other sports during the club season. Athletes **MUST** disclose intended extracurricular activities to the coaches during the selection process and come up with a plan of action earlier in the season that emphasizes that the club volleyball commitment is the first priority. The coach will then have discretion as to whether or not to accept a multi sport athlete onto their roster.

USA VOLLEYBALL INFORMATION

USA Volleyball (USAV) is the National Governing Body for the sport of volleyball in the United States and is recognized as such by the Federation International de Volleyball and the United States Olympic Committee. The vision of USA Volleyball is to be acknowledged as the world leader in volleyball. The United States is divided into 40 Regions, operated by Regional Volleyball Associations (Regions). Our region is the Puget Sound Region and consists of Western Washington from Bellingham to Longview. Our neighbors to the south are the Columbia Empire Region, consisting of Oregon & Western Washington from Longview and south; and our neighbors to the East is called the Evergreen Region consisting of Eastern Washington, Idaho, and Montana. When we (you) join our Region, we become a registrant of USA Volleyball (USAV), just like the players on the 2008 Beijing Games gold and silver medal winning USA Volleyball teams.

Benefits of USAV Membership through its Regions:

- Subscription to *Volleyball USA*, a quarterly magazine
- Electronic, bi-monthly newsletter "Rotations"
- Opportunity to play in USA Volleyball sanctioned competitions, both indoor and beach that are open only to USAV members
- Age group competition for Junior Olympic Volleyball - 18, 17, 16,15,14,13, and 12 & under, & Youth (3-11 years old).
- Ability to qualify for USA Jr. Olympic Volleyball & USA Jr. Olympic Beach Volleyball National Championships.
- Eligibility to tryout and participate in USA Volleyball Regional and National volleyball camps
- Secondary Sports Accident for those with primary insurance and Primary Sports Accident insurance (with \$1,000 deductible) for those registrants without health insurance during USAV/RVA sanctioned events
- General Liability insurance - covering all USAV/RVA sanctioned activities
- Opportunity to represent the USA in indoor and beach volleyball in the Pan Am Games, World Championships (senior, junior and youth levels), and the Olympic and Paralympic Games

Our Region: Puget Sound Region – USA Volleyball

6902 220th St SW, Mountlake Terrace, WA 98043 | Phone: (425) 673-4103; Fax: (425) 673-4293

E-mail: usavpugetsound.office@frontier.net | Web Site: <http://www.pugetsoundvb.org>

INSURANCE COVERAGE

As part of their individual membership fees, all players are covered by a supplemental insurance policy that is carried by USA Volleyball. This is a two (2) million dollar liability policy that covers all club activities and injuries that may occur during an event. An event can be either practice or a tournament. The policy also insures players against any loss that may be incurred while traveling to or from an event. Please note that this is a *supplemental* policy and all Northwest Juniors participants are required by USA Volleyball to carry individual health insurance to participate. Should they be in need of a primary carrier, they can contact the USAV insurance company for additional coverage. It is American Specialty Company.

YOUR CLUB FEES COVER THE FOLLOWING:

- Volleyball Uniforms, shoes, socks, & Sweats
- Volleyball Team Equipment (volleyballs, bags, carts, first aid kits)
- Occasional upgrade of equipment at practice facilities
- Coaches Equipment and training
- Donations to volleyball programs
- Facilities Rentals
- Practices through the end of May
- Administrative Expenses (e.g. postage, phone, and office)
- Travel costs for scheduled travel including coaches and chaperones

USA Volleyball Membership is not included in the program cost. Members pay for their Membership when they register for USA Volleyball as part of their club registration procedure.

POLICIES AND RULES REGARDING PARENTS AND PARENT CODE OF CONDUCT FOR TOURNAMENTS AND PRACTICES

BASIC RESPONSIBILITY

Parent participation and support is essential for the success of our teams and our players. Active and responsible parents also contribute to the positive image the Club enjoys within the community, within the Puget Sound Region, and with our sponsors. The areas of direct responsibility for parents are:

- Meeting the financial obligations of the club.
- Providing players with the transportation to and from practices and tournaments.
- Knowing and adhering to tournament and practice etiquette rules.

TOURNAMENT ETIQUETTE

The club hopes that each parent will attend many tournaments over the course of the season and that they will be active cheerleaders for the team and the Club. There are a few rules of proper etiquette and behavior parents need to follow.

Supportive Parents make a Stronger Team!

The Club Director, the Board, and all the Coaches want parents, friends, relatives and fans to enjoy tournaments and to be a cheerleader for the team and the Club.

The club expects that questions, concerns and complaints will exist in a program with multiple teams, coaches, personalities, parents, and fans. Regulations have been adopted to make the Club experience as positive as possible and to carry our goals set up by USA Volleyball and the Puget Sound Region.

WHEN AT A TOURNAMENT

- Food and drink are not allowed (except water) in most gyms. Many tournaments even serve a 10-15 point penalty to the teams who bring food or drink into gyms. The team can be penalized for the indiscretion of anyone there to support them. "Campsites" may be set up outside on surrounding patios and grassy areas at most tournaments. Do not leave behind any trash. **NO DOGS ARE ALLOWED AT TOURNAMENT SITES.** Some gyms have lobby areas that allow food or campsites, but crock pots and other plug in cooking devices are prohibited inside these areas. The region has let clubs know that many gyms may deny future access to volleyball due to teams leaving behind trash or disobeying the gym rules.
- **DO RESPECT OTHERS.** The club is responsible for the conduct of players, coaches, parents and fans to make participation in the sport a positive experience. The Club reserves the right to restrict the attendance of parents or relatives and friends at tournaments. If parents do not cooperate, the Club may have no choice but to dismiss the player from the club.
- **DO CHEER** for your team and its players. Do not be negative about the players, the coach or the other team at any time. It is great if your daughter develops friendships with players on other teams. It's part of the game and they may see these same teams at multiple tournaments.
- **DO NOT COACH** from the sidelines. There is a huge difference between cheering for the team and attempting to be a coach from the bleachers.
- **DO NOT YELL AT OR APPROACH** the officials, lines persons, or scorekeepers at a tournament. If a discrepancy occurs, let the coach deal with the problem.
- **PLAYERS SHOULD TALK TO THE COACH** about concerns as soon as reasonably possible. That is part of being on a team. It is easier to resolve a matter when it happens than at a later time. If not resolved with the coach, contact the Club Director in person or by phone
- **PARENTS SHOULD COMMUNICATE** complaints and disagreements only at the proper time and place. Concerns or complaints should be addressed with the coach at an appointed time, not during tournaments or practices. All communication toward a coach at tournament or practice sites should be in regards to general volleyball questions or comments. Parents should not feel like they cannot talk to coaches at tournaments or practices, but they must understand the type of communication that is acceptable in each situation.

COMPLAINT PROCEDURE

As with any large group of people, there will be issues, concerns, and questions that come up over the course of the season. Most of these can be solved or answered through clear communication. **If the player needs to resolve a question or voice a concern or complaint, the player must be encouraged to talk to the coach about it HERSELF.** The Club fosters the player's and coach's responsibility of communication toward these matters. If the Parent needs to resolve a question or voice a concern or complaint about a coach, they should email the Club Director **AS SOON AS IT ARISES.** The Club Director will address the situation, take whatever action is proper, and get back to the parent. If the conflict is not resolved, a meeting with the Club Director, Coach, and Parent will be arranged.

PROCESSING OF REQUESTS OR COMPLAINTS

It is expected that not all problems or situations can be fully addressed by the adopted policies of the Board. Questions will arise regarding the application or interpretation of existing Club policies. To avoid confusion and conflicting actions regarding Club policies, requests from players, parents and/or coaches **shall be coordinated through the Club Director.** Requests received by members of the Board will be forwarded to the Club Director. Some requests, after review by the Club Director, will be submitted to the Board of Directors for review. The Club Director shall keep the person making the inquiry informed of its status, and, as soon as reasonably possible, provide the Board's response.

PARENT ROLES WITHIN THE TEAM

TEAM ROLES

To take part of the administrative load off of the coach, team parent representatives called *Team Focals*, will be selected by the coach of each team. They will be responsible for coordinating all events for their teams. The parent focal is the primary communication link between the players, the coach, and club administration. Some

teams will also select a *Fundraising Focal* to help organize team fundraisers. Finally, when traveling, teams will travel with adult female *Team Chaperones*. These positions are defined below.

TEAM FOCAL

- Only one focal per team
- Responsibilities include: Communicate travel arrangements & other club information to team and parents (dates, times, maps, etc.).
- Best method to communicate is through a team e-mail or newsletter
- Attend Club Coaches/Focals meetings when scheduled
- Assist the club's travel coordinator in distributing travel information
- Ensure all online registration has been completed by all chaperones for your team
- Other misc. coordination:
- Carpools for practices & Tournaments
- Coordinate room assignments for travel with coaches
- Organize food/snacks for teams at tournaments

FUND RAISING FOCAL

- One fundraising focal per team
- Runs team fundraisers as scheduled
- Seeks approval from Club Director for additional fundraising events
- Submits funds raised to *Club Accounting* department for credit to individual accounts. Monies submitted will include a summary of what will be placed into each player's account
- Attend Club Coaches/Focals meetings as scheduled
- Arrange and communicate fundraising opportunities/events to team and parents with Team Focal

CHAPERONES

During the current season, we ask that parents attend as many tournaments as possible. If you as a parent or guardian cannot attend, please contact a fellow parent to chaperone your daughter(s). For out of region or overnight traveling tournaments, we will have one designated adult female chaperone per team. The chaperone can either be another coach or a selected parent of a player on that specific team.

The chaperone must be willing to room with another chaperone if attending a tournament with other Northwest Juniors teams. If the chaperone would prefer a room of their own, they must submit a request to the Club Administrator at least 60 days prior to the event. If space permits, the chaperone will then need to pay for ½ of the room and tax to the club prior to departure. They must also be willing to room with their daughter and other players if necessary. Most importantly, the Chaperone needs to be available and accessible to the players at all times.

CHAPERONE GUIDELINES

- One chaperone per team per travel event
- Chaperones must be female adults (preferably a parent) and willing to adhere to rooming situations that are in the best interest of the club and team.
- Chaperones must be able to travel with the majority of the team to and from the event.
- On some trips, the chaperone will be asked to drive a rented team van
- The club reserves the right to use other coaches/assistants as chaperones instead of a parent.
- Chaperones must work closely with the Team Focal and coaching staff.

RESPONSIBILITIES:

- At least 3 weeks before travel, register with USA Volleyball (chaperone membership) and submit to Background Screening as part of your membership. The club pays for your membership, so do not pay when you register. Please forward your registration confirmation to the club administrator so they can handle payment.
- Read & sign a ***Chaperone's Responsibility Form (Local Travel)***, which is located on the club's ***FORMS*** page. Signed form must be submitted to the Club Administrator before traveling with the team.
- Make sure players are adhering to club travel rules
- Coordinate with the coach and make sure players and other traveling parents know when to meet for team functions.
- Ensure the general welfare of players whose parents are not with team.
- Misc. coordination of snacks/food, room assignments, etc.

TRAVEL

For Travel information please refer to the website's TOURNAMENTS Page, which will list all tournaments our club participates in. By selecting the link associated with the tournament, you will be directed to the page which contains the information for that tournament. We ask that all players and parents review with their coaches and chaperones the posted travel rules and information provided for our Elite teams in regards to team travel. On each tournament travel page we will have the telephone number of the hotel and a web link to the tournament information provided by the tournament hosts. Your daughter will be required to stay with her team at all times as everything will be done as a team; we strive not only to teach the concept of team play but of total team involvement. These trips are for your daughter's volleyball experience and training as a member of a team, not a family vacation.

For travel, we have experimented with with several methods of collecting and securing travel arrangements over the years. We looked at dollars spent for team travel over the past several years and have arrived at an amount that might be spent for traveling to each of our scheduled tournaments.

Currently, your dues payments cover all travel expenses for players, coaches and chaperones as anticipated and budgeted throughout the season, but not including the June post-season tournament. The only additional costs that will be associated with travel will be as follows:

- Individual airfare
- Parent Travel
- Travel to and from Northwest area travel tournaments (Yakima, Spokane, Corvallis, for example)
- Food and entertainment expenses while traveling.
- Unanticipated or unforeseen costs for travel that was not previously collected. This may include higher than budgeted airfare for coaches and/or chaperones or hotel costs.
- All costs associated with additional or unscheduled travel.
- Travel to post-season tournaments like Nationals, AAU's, Summer Soiree' or Volleyball Festival

Based on our anticipated travel schedule, we have already made preliminary arrangements at hotels, rented vans, and investigated possible airfare costs for coaches and chaperones for the upcoming season for teams based on our assessment of which teams will travel to which tournaments. We also typically arrange for a block of airfare for our players and some parents. Information on how to secure airfare from this block and the cost involved will be made available to our members as the deadlines approach. Members are welcome to secure their own airfare, but must make every attempt to follow the team itinerary or make transportation arrangements upon arrival.

CLUB REGISTRATION, CONTRACTS & RELEASE FORMS

There are five forms which must be returned to the club immediately and before any player will be allowed to participate in practice or tournaments. Most of these forms are turned in at your age group's scheduled Club Season Kickoff meeting.

1) PUGET SOUND REGION "CLUB PLAYER CONTRACT"

This form is turned in on the signing date and is distributed to players and parents at tryouts.

2) NW JUNIORS ELITE VBC PARTICIPANT AGREEMENT FORM, APPENDIX 2

This form is APPENDIX 2 of this Handbook. This form serves as an agreement by player and parent that the player and parent have read this Club Handbook thoroughly and, specifically, that all players and parents will be expected to and agree to follow the rules, codes of conduct, and financial and other obligations, as described in this Handbook.

This form is returned at your age group's Season Kickoff Meeting.

3) USA VOLLEYBALL WAIVER AND RELEASE OF LIABILITY FORM; CODE OF CONDUCT

This form serves as a release form to be used in the event of player injury at a practice or tournament requiring immediate medical attention. The form also serves as a waiver of liability/responsibility against the USAV, PSR, NWJRS VBC, its coaches, administrators, and directors, in the event of player injury(s). *This form is returned at your age group's Season Kickoff Meeting.*

4) USA VOLLEYBALL YOUTH PLAYER MEDICAL HISTORY & RELEASE

This form is a necessary medical history and release form and a copy must be on file with the NW Juniors Office. Be sure the information is always kept current, as this information will be used if the player needs medical attention and a parent or guardian is not present. The USAV requires coaches to carry these forms with them during all practices, tournaments or other Club sponsored events. *This form is returned at your age group's Season Kickoff Meeting.*

5) ONLINE CLUB REGISTRATION

This is the form you use to register for the club and determine your payment method for the season. A link to this form is provided on the club's home page. Form must be completed before your age group's *Season Kickoff Meeting.*

NORTHWEST JUNIORS ELITE VOLLEYBALL CLUB PLAYER/PARENT HANDBOOK

APPENDIX 1: CLUB SEASON PROGRAM FEES AND PAYMENT STRUCTURE

TEAMS	Dues	Tournaments/Travel	Payment Schedule
U18-1 & U17-1 18 & 17 Elite Black (Edmonds) 18 & 17 Elite Gold (Eastside) Season Length: Dec-June	\$3,700	28 tournament days. Includes PSR Power League, local events, Spokane Qualifier, mid-season Qualifier (Reno, Anaheim, or Dallas), Willamette Classic and a post-season travel Tournament. Las Vegas tournament is offered as an optional tournament and the club sends one U18 All-star team and one U17 All-star team – with team selection tryouts in mid-December.	\$700.00 deposit in November 6 payments of \$500:1/10 – 6/10 June travel collected separately See below for details
U16-1 & U15-1 16 & 15 Elite Black (Edmonds) 16 & 15 Elite Gold (Eastside) Season Length: Dec-June	\$3,700	28 tournament days. Includes PSR Power League, local events, Spokane Qualifier, mid-season Qualifier (Reno, Anaheim, or Dallas), Willamette Classic and a post-season travel Tournament.	\$700.00 deposit in November 6 payments of \$500:1/10 – 6/10 June travel collected separately See below for details
U14-1 14 Elite Black (Edmonds) 14 Elite Gold (Eastside) Season Length: Dec-June	\$3,000	25 tournament days. Includes PSR Power League, local events, Spokane Qualifier, Willamette Classic and a post-season travel Tournament. They also have the opportunity to attend an optional mid-season Qualifier at an added expense (Reno, Anaheim, or Dallas for example).	\$500.00 deposit in November 5 payments of \$500:1/10 – 5/10 June travel collected separately See below for details

POST- SEASON TRAVEL FEES AND PAYMENT STRUCTURE

Your dues payments cover all travel expenses for players, coaches and chaperones as anticipated and budgeted throughout the season, but not including the June post-season tournament. We will have a separate travel payment schedule for all Elite team players. The final amount collected will be determined by which tournament the team plays in; players will pay installments during the season and the balance once their trip is determined. Our intent is to send teams that do not qualify for Nationals to the same tournament. Trip costs estimated at between \$400 and \$700. Amounts collected do not include:

- Individual airfare
- Parent Travel
- Food and entertainment expenses while traveling.

Travel Payment Schedule

Jan. 15	Feb. 15	March 15	April 15	May-June payments
\$100 collected	\$100 Collected	\$100 Collected	\$100 Collected	Balance collected based on trip

APPENDIX 2:

NW Juniors Elite VBC Participant Agreement Form



Congratulations and welcome to NW Juniors Elite Volleyball Club. We look forward to a wonderful 2011-2012 volleyball season.

We, the parents/guardians of _____, have carefully read the enclosed information concerning the policies of NW Juniors Elite VBC. We agree to participate for the entire 2011-12 club volleyball season through the duration of the season including a trip to Junior Nationals, should the team qualify. **INITIAL** _____

We understand that through the payment of the first installment, the club is guaranteeing our spot on a team at NW Juniors Elite VBC. We also are agreeing to be responsible for the full amount due and stated at tryouts. We further understand that there will be no refunds or credit card chargebacks if for some reason we choose to forfeit our commitment at any point between now and the end of the season. **INITIAL** _____

We understand that we are solely responsible for all fees due by the players as per the NW Juniors Elite registration form. We understand that all dues plus the costs to attend Junior Nationals, should the team qualify, must be paid in full regardless of the duration of the participation of the forenamed individual. We understand that if our daughter decides to withdraw for any reason, the full club volleyball season fees for club dues and our share of the cost for the team to attend Junior Nationals must still be paid. All club fees are due by the dates listed on the club registration form based on the schedule that I have chosen. Any amounts past due are subject to late fees at the rate of \$25 per month plus interest at the going rate. **INITIAL** _____

We understand that membership in this club is limited. By our acceptance, we are denying the spot of acceptance by another individual. In the event of default of payment, consequences may include dismissal of the player and/or legal action. **INITIAL** _____

We understand the risk of potential injury that may occur as part of the normal participation in this sport. We understand that we will not be refunded any portion of paid club dues, and will still be required to complete financial obligations as stipulated in the above paragraphs. **INITIAL** _____

We understand that playing time and playing positions are not guaranteed. These items are at the discretion of the coach. Coaching assignments are not specific or guaranteed. These are at the discretion of the club director. We understand that we will not be refunded any portion of the paid club dues, and are not entitled to any type of reduction in fees if the playing time or the position of our daughter or a specific coach is not in line with our expectations. **INITIAL** _____

By agreeing to be a member of this club, we are agreeing to fulfill all commitments outlined by the club for all its team members; to include travel to and from all local tournaments, as well as travel to any out of region tournaments for the applicable teams. We agree to attend all tournaments and fulfill our financial obligations in full including additional travel for any post season tournaments. **INITIAL** _____

Understanding the aforementioned stipulations and having discussed this entirely with our player, we agree to and will support our daughter's decision to participate in the activities of the club for the entire season and assume full financial responsibility for all of the above. **INITIAL** _____

This agreement is made and entered into by NW Juniors Elite Volleyball Club and _____
Print Parent/Guardian Name

Parent/Guardian Signature

Relationship

Date

Contact Phone Number

Contact e-mail