



# POLICY HANDBOOK

## MIDTN TEAM RULES & CODE OF CONDUCT

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### Introduction

MIDTN Volleyball Club ("the Club") is affiliated with the Southern Region (SRVA) of USA Volleyball. The following rules and regulations apply to all athletes and parents that become members of the Club through association with one of our teams.

### **I. GENERAL POLICIES FOR ALL ATHLETES & ALL TEAMS**

- a) All athletes must adhere to the USAV Code of Conduct and any rules established by MIDTN.
- b) All athletes are expected to attend all events scheduled for their team.
- c) All athletes are responsible for their own issued uniforms. The Club does not have replacements for lost uniforms. All replacement costs will be your responsibility.

### Attendance Policies

MIDTN Volleyball Club will enforce the following practice and tournament attendance policy for every National & Premier Level Athlete. This is not intended to prevent an athlete from playing another sport while participating with the Club but to ensure the quality of our top teams. Attendance at practices and tournaments will affect playing time.

Parent and player should carefully check the **Tentative "Team Tournament Schedule"** and inform the Club of any conflict(s) prior to the start of the season so that registration for alternate tournament(s) is possible.

### Travel Policies

1. Athletes may stay with parents at choice of hotel. However, MIDTN provides hotel room blocks for each tournament and encourages player/parent to stay in the block to promote team and parent camaraderie.
2. Transportation to and from all practices and tournaments is the responsibility of the parents.
3. Hotels & tournament meals are the responsibility of the parents.
4. Coaches are not allowed to travel with players unless parent is with coach or approved by Director.

### Athlete Conduct at Practice and Tournaments

These rules and regulations are set forth to protect the safety and integrity of players, parents, coaches, and MIDTN Volleyball Club. Please be aware that all circumstances are not accounted for and in the event of an undue circumstance, the Club Director will enforce appropriate action. It is the desire of the Club to continue to be an example of excellence and to remain in good standing in the community and with USAV.

1. Equal playing time is NOT guaranteed. Coaches evaluate athletes during practices on a weekly basis. Playing time at tournaments is earned at practice. If you have a question about your playing time, player should set up a time with the coach to discuss the situation. If parent(s) feel that the player was not given a justifiable answer then please set up a time to talk with Coach Danielle or Coach Ross to discuss the issue.
2. It is the philosophy of the Club that each athlete will have some playing time in each match during pool play. We have great coaches and intend to allow them to do what is best for the team as a whole. There may be an occasional game that is of such importance to the team and is being played at a level of play that requires that the strongest athletes stay on the floor; however, this should be the exception, not the rule.



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3. "Conduct Unbecoming an Athlete" will not be tolerated at any Club function or event. This covers a wide variety of circumstances, for example, the use of foul language or rude gestures towards other athletes, coaches, parents, officials or opponents.
4. When we are in the gym for a tournament, you are responsible for staying with your team. In the event friends attend a tournament, it should be understood that your priority is with your team. Coaches will let you know when it is team time and free time.
5. Proper nutrition is required. Practices will be physically demanding and tournaments are an all-day affair, in most cases two and three days long. Your coach will advise you when to take breaks to eat. It is important to pack healthy snacks/food and stay well hydrated at all times.
6. For most tournaments, teams will be responsible for officiating, scorekeeping and calling lines. Each athlete is required to watch & complete a Scorekeeping Clinic and Officiating Clinic online at [www.srva.org](http://www.srva.org). Our policy on officiating is to officiate for other teams the way we ourselves would want to be officiated.
7. No athlete is permitted to leave a tournament site until all officiating responsibilities are completed for their team. There may be circumstances for local tournaments where the Head Coach can give you permission to leave. If you leave before officiating duties are complete and without permission, you will be suspended for 1 match at the next tournament.
8. You are to support your teammates at all times while on the bench, whether you are playing in a particular match or not. Poor bench behavior includes not expressing verbal/vocal support for your teammates, conducting side conversations taking other's attention off the match, disrupting the match with inappropriate discussion with the Head Coach or Coaches, or questioning your playing time or status during the match. Any behavior of this type is considered "Conducting Unbecoming an Athlete" and a Coach can ask for your suspension.
9. Parents are to be supportive of the entire team at all times, and all Club Teams while at tournaments. Parents are not to engage in any behavior or cheering that would reflect negatively on the Club. Rules for parents are no different from athletes in this regard.
10. Only the Head Coach or the Team Captain, under the direction of the Head Coach, may question an official.
11. The SRVA Region has a NO-TOLERANCE policy on screaming, yelling, or making any derogatory remarks to ANY official (Up ref, down ref, or line judges) or Tournament Director. The Club Athletes and parents will support this policy. Keep in mind that referees are human and most of the time they are **kids**. Penalty is immediate dismissal from the gym with no warning. Region teams may face sanction to participate in future tournaments.
12. If any of the Club Teams are playing at the same tournament site, athletes will be advised and Teams will be encouraged to watch and cheer for other MIDTN Club Teams.

## **Grievance/Escalation Procedure**

The procedure is designed to help Athletes and Parents with questions, concerns or problems that may occur during the course of the season. It ensures open and honest communication between all parties involved.

1. The athlete must first ask for a meeting with the coach(es) and herself to discuss the issue at hand. In the case of athletes on 13's and younger teams, the parent may request the meeting.
2. If the issue is unresolved, the parent may ask for a meeting between themselves and the Directors to discuss the issue. The meeting should take place at a location considered adequate for a private discussion agreed upon in advance by both the parent and coach - NOT during a tournament and/or a practice.
3. If the issue is unresolved, the parent must ask for a meeting with the Club Director, Head Coach, Coach, Parent and Athlete. A scheduled time away from practice or a tournament is appropriate. The decision of the meeting will be FINAL.



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## Financial Agreement

1. Club fees are due in accordance with the schedule provided when the athlete and parents accept a position on a team by signing the Offer Agreement. In order to secure coaching talent and keep costs down, payments must be received when due.
2. Fees paid to the Club are non-refundable except due to a season ending injury, illness, or relocation out of the area. In this instance, refunds may be granted with a written request, to the Club Director, accompanied by a physician's report where applicable. After January 1, refunds will be pro-rated based on length of participation. NO REFUNDS will be granted after March 1 of the current season.
3. Any Club fee schedule agreed to in writing must be adhered to. An Athlete will not be allowed to participate until fees are paid as per agreement. This includes any fees due from previous years, and will prohibit athletes from tryouts unless payments are up to date.

## II. PARENT CODE OF CONDUCT

I hereby pledge to provide positive support, care and encouragement for my daughter's participation in the MIDTN Volleyball Club by following this Parents Code of Conduct:

1. I will remember the game is for young athletes, not adults.
2. I will place the emotional and physical well-being of my daughter ahead of my personal desire to win.
3. I will support the coaches and officials working with my daughter in order to encourage a positive and enjoyable experience for all.
4. I will require my daughter to treat other athletes, coaches, fans and officials with respect, regardless of race, sex, creed or ability.
5. I will encourage good sportsmanship by demonstrating positive support for all athletes, coaches and officials at every practice, tournament and in every game and match.
6. I will demand a sports environment for my daughter that is safe and free of drugs, tobacco and alcohol and will refrain from their use at all Club volleyball events.
7. I will do my very best to make club volleyball fun for my daughter by encouraging her to go to practice and tournaments with a positive attitude and a willingness to learn. Most important I will help her learn to respect coaches & teammates by keeping all if any bad thoughts to myself.
8. I will get my daughter to practice and tournaments at the required times and be prompt in picking her up.
9. I will not question my daughter's coach about decisions made with regards to playing time or positions played during a set, match or tournament.
10. I will abide by the SRVA Region Zero Tolerance Policy for Unruly Spectators. It is understood immediate reaction from spectators to a specific event during competition is expected; however, continuous verbal assaults on referees or coaches will not be tolerated. The first referee has the power to "expel" an unruly person, coach or athlete from the gymnasium.



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## III. ATHLETE CODE OF CONDUCT

I hereby pledge to exhibit good sportsmanship and provide positive support and encouragement for my teammates, coaches, parents, opponents, and officials at every tournament, match, set and practice as described below:

1. I will place the emotional and physical well-being of my teammates ahead of my personal desire to win.
2. I will treat other athletes, coaches, fans and officials with respect regardless of race, sex, creed or ability.
3. I will encourage my teammates in a positive manner at all times, whether I am playing or on the bench.
4. I will NOT verbally criticize my teammates or coaches to anyone at any time nor text or post anything that is negative whether directly or indirectly about a teammate or coach.
5. I will arrive at practice on time (or early) and will not leave early; if I must miss practice, I will contact my coach, in advance, to be excused.
6. I will observe all training rules and other directions I may receive from my coaches during practice and when traveling.
7. I will do everything I can to foster a playing and practice atmosphere that makes volleyball fun for everyone.
8. I will be prepared to play positions that are not my usual position to the best of my ability because I know that when asked to do so it is for the good of the team.

## IV. COACH CODE OF CONDUCT

Place the following information in 3-Ring binder to be kept with you during all Club activities:

1. Copy and pass out the MIDTN Volleyball Club Rules & Regulations to each athlete on your team. Review the document with your team. Make sure you clarify any questions.
2. Have with you at all times a copy of the emergency medical form and liability form for each athlete.
3. Make an athlete information sheet for each of your athletes. Each sheet should have the following information: Athlete name, phone number, and parent(s) name. Keep for your reference. Each time an athlete misses practice you are to note the date and reason. All other important information regarding attitude and performance should also be noted and dated. A sheet on each player is to be turned in at the end of the season.
4. Establish phone tree for practice or play-date cancelation. Have a copy with you at all times. Give each athlete a copy of your phone number AND e-mail address. You will be responsible to contact your team in the event of any changes to club events.
5. Obtain a copy of each athlete's birth certificate from the Club Director. For National Travel Teams, keep this with you at all times in your athlete folder.
6. Keep complete records of all tournament results in AES. Record all results (name of team you played, date, JNC #, and (Won/Loss). National Team Coaches are responsible to record this information on website.
7. Establish a Team Parent to facilitate parent communication within your team. Team Parent will administer the team social media presence through Facebook, TeamSnap, and similar online communication methods.
8. Coaching Apparel: No blue-jeans at practice or tournaments. Warm-ups, sweatshirts, polo shirts, and T-shirts with Club Logo are to be worn at all Club events (tournaments and practice). Appropriate shoes are to be worn at practice and tournaments (no sandals or flipflops). This policy helps to ensure our staff portrays a professional appearance.

### Practices

1. Establish a **pre-practice preparation routine** for the net and practice site to guarantee that practice begins at the scheduled time. Plan practices in advance with room for flexibility so that they **BEGIN** and **END** on time.



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2. **Team meetings** are to take place during the **10 minutes** just before or immediately after your practice. Each session should start and end at the designated time. Sitting and talking with team or parents during this time is not allowed. You are to be actively engaged with your team during the complete session. Talking with individuals not on your team (Coaches or parents) during practice takes away from your instruction time. Sitting down while your team is working is not acceptable.
3. Taking the place of an athlete on the floor (by a Coach) should only occur if no athlete is left on the sidelines watching.
4. You are not to transport any athlete to or from any practice or competition unless it is your child. If you will be transporting athletes that are friends of your child, you must receive permission from the Club Director prior to doing so.
5. Athletes should leave the gym after practice feeling they have experienced a healthy and positive session. They should be tired and look forward to returning for the next scheduled practice. Each practice should be fun, challenging, rewarding, and create the desire to repeat the process. Finish on a positive note.
6. Technique training is required and drilled in practice. Game like situations that emphasizes correct technique is encouraged. Goal oriented (with or without points earned) should be utilized as much as possible. Your drills should minimize standing in line and result in high ball contact numbers for all players.

## **Club Discipline Policy**

1. If a problem arises during practice with an athlete, remove the athlete from the court. Do not permit the athlete to leave the building unless with a parent. Make sure you speak with the athlete after practice and discuss the problem.
2. Contact the Club Director immediately after practice for use of the Club Grievance & Escalation Procedures.

## **Use of Parents during Practice or Tournament Function**

Parents are not to be on the gym floor at any time during practice or competition. Their participation is limited to that of a spectator. They are not to help set up the gym for practice or handle any equipment. This is the responsibility of the coach and players. If they distract from your practice or competition, contact the Club Director. Make sure you read and are familiar with the MIDTN Volleyball Club Parent Code of Conduct.

## **Gyms**

1. No soft drinks or food in any of the gyms at any time.
2. Gym access is 10 minutes prior to actual start time. Do not arrive more than 10 minutes in advance to set up a gym that you must gain entry into.
3. Be cautious when putting up the net systems at all facilities we use. The crank can be easily over tightened.
4. Do not extend your practice beyond designated finish time. Gyms are rented for those specific times. Going beyond practice time could jeopardize our use of the facility. Leave the gym exactly as you found it, if not better.
5. Create a culture of respect and responsibility for the facility and equipment. Coaches and athletes should ensure proper set-up, take-down and storage of nets, carts and volleyballs and pick up and properly dispose of their own trash.
6. Do not leave the facility until all athletes have been picked up. No athlete is to be left alone inside or outside the gym.