



South Florida Volleyball Club Handbook

Please consult this handbook for guidance on roles and responsibilities of the players, parents and the organization.

SFVC Handbook Acknowledgement

We _____
(print player and parent names)

understand and agree to abide by all the policies contained in this SFVC Handbook. We understand that membership in the South Florida Volleyball Club may extend beyond than 6 months are committed to SFVC for the entire season.

Player Signature

Parent Signature

Date

Date

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I. INTRODUCTION

The South Florida Volleyball Club (SFVC) is a non-profit organization established in 1990. SFVC has placed over 100 athletes in colleges and universities. Our players represent all geographic areas of South Florida from both private and public schools.

SFVC partners with the local colleges, universities, high schools, and middle schools through facility usage, clinics, training and the employment of committed coaches/staff.

These partnerships offer SFVC athletes the advantage of exposure to the collegiate experience and competitive attitude.

II. MISSION

SFVC is dedicated to providing its athletes with quality training and managing the environment that will enable players to reach their highest potential. SFVC strives to help every player develop their physical skill on the court and, equally important, develop their personal character and leadership skills necessary to become strong, confident individuals in society.

III. GOALS

A. *Encourage Participation*

SFVC seeks to encourage participation in the sport of volleyball for girls beginning as early as 7 years old through high school. SFVC conducts clinics and leagues as an opportunity for young girls to learn and develop individual and team volleyball skills.

B. *Foster a Competitive Environment*

SFVC trains players with an emphasis on leadership, technical training, and a proper winning spirit in all practices and games. SFVC strives to create the most competitive volleyball atmosphere possible as we stand out in South Florida and the state.

C. *Create a Path to Collegiate Play*

SFVC coaches and staff share the athlete's dream to play at the next level. SFVC is committed to provide an environment, which maximizes exposure on and off the volleyball court in order for individual goals to be reached.

IV. PLAYERS' RESPONSIBILITIES

1. Must be on time, which is 15 minutes prior to a scheduled activity to help with set up and be prepared to assist staff with breakdown at any facility.
2. Leave facilities (gym, bench, locker room, restroom, etc.) cleaner than found.
3. Must give coach 24 hours notice of tardiness or absences of required training or competition.
4. Dress properly for all practices and tournaments and be fully equipped with all playing gear.
5. Show respect to all coaches, teammates, parents, participants and officials both on and off the court.
6. No player is allowed to leave a tournament until all referee assignments are completed and cleared to leave by the coach.
7. Maintain basic knowledge of USA, FHSAA and Region rules and regulations and tournament bracket formatting.
8. Put forth 100% effort, 100% of the time.

9. Encourage, do not ridicule, your teammates or others. Sportsmanship is a must as a SFVC player.
10. No alcohol, cigarettes and drugs will be tolerated at any time when associated with SFVC activities.
11. Ensure that your contact information and personal schedules are current and are communicated to both the coach and Club Director.
12. Frequently check the website (www.sfvc.net) for all updates. The website will be the main vehicle of communication between director/staff and players, parents and coaches.
13. Maintain constant communication with parents and SFVC coaches with regard to all SFVC practices, games, travel, etc.
14. Address all team issues with the coach(s) first and then, if necessary, follow up with the Director.

V. PARENTS' RESPONSIBILITIES

1. Meet the financial obligations of SFVC membership in the timeline given.
2. Serve as an example of sportsmanship and conduct yourself in a respectful manner when dealing with players, coaches, other parents, officials and other participants at practices and competitions.
3. Ensure your player has transportation to, and is on time for all practices and competitions and follows all teams' rules.
4. Ensure that your player is maintaining adequate academic performance.
5. Support the decisions of the coach and encourage your child to do the same.
6. Percentage of playing time for each player is not guaranteed. Parents must try and understand the complexity of the game and respect all coaches' decisions.
7. Follow the grievance procedures to resolve any conflicts. **NO PARENT IS ALLOWED TO APPROACH A COACH AT A TOURNAMENT SITE POST GAME. ALL CONCERNS MUST BE ADDRESSED IN A SCHEDULED MEETING BETWEEN THE COACH AND THE PARENTS/PLAYER FOLLOWING THE TOURNAMENT.**
8. Support the health, nutrition, conditioning and skills development of your player.
9. Each family will be responsible for signing up for a food/drink for players for at least one tournament day.
10. Ensure that your contact information is current and is communicated to both the coach and Club Director.
11. Frequently check the website (www.sfvc.net) for all updates. The website will be the main vehicle of communication between director/staff and players, parents and coaches.
12. Maintain constant and positive communication with SFVC coaches and Director with regards to all SFVC practices, games, travel, etc. to avoid any schedule conflicts.
13. GREAT TEAMS have GREAT PARENTS! Be a great parent.

VI. COACHES' RESPONSIBILITIES

1. Conduct organized practices that are challenging and emphasize organized play for all of the players.
2. Dress properly at practices and events with issued SFVC logoed coaches' gear.
3. Apply club rules and policies uniformly and appropriately.
4. Use coaching techniques appropriate for each skill that is taught.
5. Ensure that they and their players are knowledgeable about the rules of volleyball and referee assignments.

6. Coach according to the unique abilities of each player while preparing the team for competition.
7. Make the athlete's role clear at any given situation as players' positions and abilities can change during the course of the season.
8. Make every effort to provide a safe playing environment for players.
9. Arrive to practice 15 minutes early and at games 30 minutes early.
10. Communicate appropriate meeting times and places for tournaments – local and when traveling.
11. Refrain from using foul and abusive language at any time while representing the South Florida Volleyball Club.
12. No alcohol, drug or tobacco use in the presence of players.
13. Strive to always put a competitive team on the floor.
14. Maintain constant communication with SFVC players, parents and SFVC Director with regard to all SFVC practices, games, travel, etc., to avoid conflict.
15. All coaches will be responsible for updating their information for their particular team through e-mail text and the SFVC website.

VII. ADMINISTRATION'S RESPONSIBILITIES

The SFVC administrative team is made up of, but not limited to, the Director, Co-director, Director of Coaching and Webmaster. These individuals are responsible for coordinating and supervising the organization's day-to-day operations. Responsibilities include but are not limited to:

- Recruitment & placement of athletes and coaches
- Scheduling
- Facilitation of travel
- Enforcement of team policy
- Solicitation and fulfillment of sponsorship agreements
- Conflict resolution
- SFVC finances

VIII. PLAYER CONDUCT

SFVC athletes will conduct themselves in a respectful manner and demonstrate the utmost sportsmanship at all times – practice and competitions. In addition to observing all USAV Rules of Conduct, players are expected to observe the following SFVC policies:

A. *Uniforms*

SFVC athletes promote team and program unity. SFVC athletes are expected to wear appropriate clothing to all practices and full game uniform for competition. Jewelry, wristbands, or headbands are not part of the team uniform. Pants or shorts are to be worn over spandex outside of the gym. Failure to adhere to these SFVC uniform policies may result in the reduction of playing time.

B. *Curfew at Competitions*

SFVC curfew times may vary with each tournament. Athletes and parents are responsible for adherence to the established curfew during travel competitions. Failure to do so may result in the reduction of playing time.

C. Gum Chewing

Gum chewing is not permitted at any time while representing SFVC in an official manner (including practice, competition, training or officiating). Gum chewing presents a choking hazard, defaces property and causes other “sticky” situations (e.g., gum in hair). It also looks bad!

D. Ball Handling at Competitions

To ensure the safety of fans and spectators and to prevent damage at competition sites, ball handling will only be permitted inside the gymnasium.

E. Profane Language

The use of profane or obscene language – verbal and non-verbal – by parents or athletes is unacceptable and will not be tolerated.

IX. ATTENDANCE

The success of the SFVC requires that players attend all scheduled practices and games on time. SFVC practices are critical for the development of individual and team volleyball skills. SFVC coaches and staff take the planning and execution of these practices very seriously and expect the same from all parents and athletes. Game time is earned at practice. Missed practices or arriving late to practices may reduce or eliminate playing time. Absences for religious reasons, school responsibilities and required community service are excused as long as the coach is notified in advance.

A. Tardy/Absentee Policy

Players must call their coach at least 24 hours before practice if they will not be in attendance. Missed practices are disruptive to team preparation, effectiveness, and success. Habitual absences will result in less playing time for the athlete. With the exception of 11 and under athletes, it is the athlete’s responsibility – not parents’ – to notify their coach in the event they are unable to attend practice. Do not communicate through another player. Responsibility is one’s own.

Failure to notify the coach in advance of lateness or absences may result in disciplinary action.

X. GRIEVANCE PROCEDURE

Although SFVC coaches and staff encourage communication with parents and athletes, it is expected that timing and respect for the team be considered when initiating personal communication. Questions regarding playing time, coaches’ decisions, strategies, etc., will not be tolerated during tournament play.

Conflict should be resolved in the following sequence:

1. Athlete ⇔ Coach
2. Parent ⇔ Coach
3. Parent ⇔ Executive Director

The initial step in resolving conflict is for the player to engage in a conversation with the coach. If the issue cannot be resolved at that level, the parent may schedule a private meeting or telephone conference with the coach away from other players and parents to discuss the matter further.

If the issue cannot be resolved between the parent and the coach, the parent may request a private meeting or telephone conference with the SFVC Director to discuss the matter further. Once a determination is made, the player, parent and coach must support the decision of the Executive Director.

Repeated violations of these procedures, interference with coaching decisions or the overall mission of SFVC may, in the sole discretion of the SFVC Executive Director, result in dismissal of a player from the SFVC. (See *Guidelines for Dealing With Conflict*, pg. 10)

XI. TRANSPORTATION

Transportation to all practices and competitions is the responsibility of the players and their parents. Parents are responsible for booking all travel in a timely manner to ensure that a full contingent of players is on hand. Players will room with their parents in order to ensure proper supervision. All hotels will be pre-booked through the appropriate travel coordinator of SFVC. You must work with the travel agent to use the service provided. Any hotels used for a National Qualifier are “stay-and-play” hotels that are booked through a housing agent designated by the tournament.

XII. PAYMENTS

A. General Payment & Fees

1. Deposits are due upon player commitment to a SFVC team.
2. Parents are responsible for all travel expenses (hotel, air, food) and fees.
3. Fees include: uniforms, practice T-shirts, equipment, tournament entry fees, gym rentals, insurance, coaches salaries, SFVC membership with USAV, website expenses, and administration fees.
4. Payments are non-refundable and must be paid in accordance with the payment schedule.

Team	Payment 1 at signing	Payment 2 Due 1/5	Payment 3 Due 2/5	Payment 4 Due 3/5	Total Due 3/5
Regional	\$400	\$400	\$400	\$400	\$1,600
National	\$575	\$575	\$575	\$575	\$2,300

A **5% discount** will be applied if fees are paid in full by **January 5, 2012**.

Failure to make timely payments may result in the athlete’s suspension and/or elimination from practice or competition. Please contact the Club Director or Business Manager directly for an alternative payment plan.

B. Additional Expenses

1. Private instruction:

a) **1 on 1** = \$50/hour

b) **3 players + 1 coach** = \$30/hour

(Gym assignment is the responsibility of the coach and parent and cannot conflict with existing team scheduled practices)

2. **Post-season play** may be an option for the athletes. Post-season play will be an additional expense. Examples may include but are not limited to USAV Nationals, AAU Tournaments and AAU Nationals.

C. Fundraising

We are committed to the principle that no deserving athlete shall be deprived of the opportunity to play due to the lack of funds. This, however, must also be a responsibility for the player and parent(s).

1. Fundraising

SFVC provides a fundraising tool for participant players to sell advertisements for the Annual Yearbook/Media Guide (available on www.sfvc.net).

2. Community Responsibility

Families are asked to actively seek advertisements as part of their membership responsibilities. Also, parents are asked to help with community outreach events that will be organized by an advisory committee. It is important to have our young players sharing their opportunities with others less fortunate and help create interest in the sport of volleyball to players of all backgrounds.

Guidelines for Dealing With Conflict

When we're all on the same page, there's no limit to what we can achieve. But there will be occasions in which we will not agree. Below are common issues that arise in competitive volleyball as well as ways to navigate them in a constructive manner.

1. Why isn't my daughter on a more advanced team?

As parents, it can be difficult to objectively assess the strengths and weaknesses of our children. That is why having an experienced, highly qualified coaching staff is so important. Our coaches carefully evaluate the current skill level and future potential of each athlete. We place players of similar ability together and give them the skills and training they need to grow. Some players will develop at a different rate than others. Whether gold, blue or white, rest assured that your daughter has been placed on the team that is most appropriate to her skill level in the judgment of the coaches. Frequently, players who begin on a blue or white team during one season can end up playing on a gold team in future seasons. That can be the result of the player's development and commitment to improving her skills, the quality of other players in her age group, or the larger needs of the club.

If you or your daughter is unhappy with her placement, schedule a private discussion with the coach to address your concerns. Not only is it unproductive to engage others in these issues, it can be damaging to team morale.

2. Why is my daughter playing that position?

The needs of a high school or middle school team may differ from the needs of your daughter's SFVC team. For example, your daughter may be called upon to fill a need that arises due to injury or because she is the strongest player for that position. Moreover, club volleyball is generally more competitive than a high school or middle school team and each player faces stiffer competition for a position than she might on a school team.

If you or your daughter is unhappy with her position, schedule a private discussion with the coach to address your concerns. But once a decision is made, both player and parent must support the coach's decision.

3. Why doesn't my daughter have more playing time?

While we understand the magnitude of and are grateful for the financial and time investment that families make toward the development of their daughter's volleyball skills, this investment entitles your daughter only to practice with players of similar ability and – through hard work – earn the opportunity to play.

If you believe your daughter is not getting sufficient playing time, please do not corner coaches or express rude or disparaging comments to other parents or players about team matters at events. Allow a 24-hour cooling off period and then express your concerns during a private discussion with the coach.

The South Florida Volleyball Club has been in existence for over 20 years. Very few clubs can make that claim and we see this longevity as a marker of our success. The positive attitude that permeates SFVC – from parents, to players to coaches – are why we've been so successful for so long at developing great people and great players.