

## USAV JUNIOR DEVELOPMENT PROGRAM

### Welcome to Portland Volleyball Club!

(referred to herein as “the Club”)

[www.portlandvolleyballclub.com](http://www.portlandvolleyballclub.com)

Please take a few minutes to review this handbook. It contains pertinent information regarding player and spectator responsibilities, practice and tournament policies, care of uniforms and equipment, parental support, and dispute resolution. In addition, please review the *Commitment Agreement*, *Code of Conduct*, and *Team Travel Policy*. A list of the major tournaments as well as copies of the *Player Travel Information Form* and *Written Notification to Miss a Tournament* are also available. You will continue to receive information over the course of the year, including updated tournament and practice schedules.

### DIVERSITY AND INCLUSION

*“To be a PVC player means to value the principles of equality, diversity, and inclusion. We expect all members of our club to treat everyone as equals and to focus on the skills, ethics, and attitude of our athletes, coaches, and parents. Our love for volleyball unites us and teaches sportsmanship, perseverance, discipline, leadership, and teamwork. As team members, it is our job to create an atmosphere in which everyone feels welcomed, respected, valued, heard, and feels like they belong... PVC is a club that creates a shared vision and shared goals. As a team, we are better when we work together... Each of our teams strives to create an environment where everyone feels safe and comfortable to express themselves... to be free of discrimination based on ethnicity, gender identity, sexual orientation, religious beliefs, and other personal attributes.”*

*~ contributed by PVC players, 2019*

### CLUB DUES

Portland Volleyball Club (PVC) strives to provide high quality training, facilities, and tournaments while being cost-conscious for families. Each team’s budget is built on the number of players. If a player quits and does not pay their fees, it is unfair to the remaining players to absorb that cost. For that reason, the Commitment Agreement states that if a player chooses to quit the Club before the end of the season, they are still responsible for paying the dues.

Payments can be made in full or divided into monthly payments. All monthly payments are due on or before the 5<sup>th</sup> of each month. Check your team Commitment Agreement for total due each month, as well as important administrative details.

**MAIL YOUR CLUB PAYMENTS TO:** Portland Volleyball Club  
1980 Willamette Falls Dr.  
Suite 130 PMB 153  
West Linn, OR 97068

Please DO NOT hand these payments to Coaches, Team Parents or other Club Representatives as it will only delay your payment and increase the chance of your payment getting lost. If you have any questions or concerns regarding payments, please contact the Treasurer.

Several teams have additional traveling expenses and will be informed of payment requirements as they become necessary.

## **PLAYER RESPONSIBILITIES**

### **COMMITMENT**

1. Once Player commits to the Club for the USAV season, Player may not transfer to another USAV club.
2. Once the sanctioned USAV season has begun (January 1<sup>st</sup>), a Player cannot compete in non-sanctioned USAV events, but may compete in the approved fellowship season of another Regional Volleyball Association in the event the sanctioned season of that Regional Volleyball Association begins later than their own.
3. Each Player must work out commitments so that the number of conflicts is kept to a bare minimum.

### **PLAYING TIME**

1. The determination of each Player's role and playing time is solely the responsibility of the team's coach.
2. Coaches' evaluation and assessment of Player's playing time or role may be based on a wide variety of factors, including without limitation:
  - A. Practice performance in specific drills.
  - B. Performance in previous competitive play during the year, including scrimmages.
  - C. Attitude, work ethic and individual self-discipline.
  - D. Competitive level of opponents.
  - E. Competitive level or importance of a specific tournament.
  - F. Mix of strengths and weaknesses of a particular line-up (match-ups).
  - G. Team chemistry.
3. Discussion of team roles and playing time are appropriate between Player and coach. (Player or Player's Parent may go to the Team Parent if Player is uncomfortable talking with the coach directly).
4. Participation in the Club should be a positive and challenging growth experience. If the Player or Player's Parents seriously dispute the coaches' assessment of the Player's role or playing time, the Player should voluntarily withdraw from the Club.

### **DISPUTE RESOLUTION**

1. If there is an issue with a player, the coach will meet with the player first. Attendance by the Team Parent is recommended.
2. If there is a second issue with a player, the coach will meet with the player and the player's parent(s). The Team Parent Coordinator will be brought in to attend that meeting.
3. If there is a third issue with a player, there will be a serious discussion as to whether this is the right situation for the player. This discussion will involve the coach, club director, and parent(s).
4. If there is an issue with a coach, the parent will set up a meeting with the coach and a director. That meeting will take place at least 2 days after a tournament. If appropriate, the player may be asked to attend.

## **CONDUCT AND SPORTSMANSHIP**

1. Good sportsmanship is expected at all times by all Players, either on the court or on the bench.
2. Player's conduct and behavior is a reflection not only of the Player, but the Club as well.

## **PERSONAL PROPERTY**

1. The Club is not responsible for Players' personal property.
2. Any personal property found after practices or tournaments will be retained for claiming. Contact Team Parent for assistance in tracking lost articles. Personal property not claimed by end of the season will be donated to charity.

## **PARENTAL SUPPORT**

The success of the Club is enhanced by the active and positive involvement of Parents. Parents are one of our most valuable assets. Parents are expected to abide by the USAV Spectator Code of Conduct.

### **Parents are expected to support:**

- The Player – so that the athlete will live up to the commitment made as a member of the Portland Volleyball Club (“the Club”).
- The coaching staff of the Club.
- The Player's efforts and progress.
- Open communication between Player and coach.
- The Players, team and Club by attending tournaments and cheering the team.
- The team by assisting the Team Parent whenever possible.
- The team and Club by attending all parent meetings.
- The Club by volunteering services or resources as available.
- The Club by accepting the payment policy of the Club and adhering to all financial policies.

### **Parents can become actively involved by volunteering in the following ways:**

- Assisting in transportation
- Chaperoning where needed
- Team Parent
- Team Photographer
- Administrative duties, phone calling, & trip duties (driver, cooler)
- Hosting team social or year-end party
- Donating items below fair market value or at no cost

\*Must be approved by the Club Director and must be equally available to team members.

- Car or Van Rentals, Transportation Fuel, Airline Tickets
- Typesetting/Printing, Photocopying, Postage or other Office Supplies
- Medical Supplies (for training kits)
- Sportswear or Sports Equipment

## **PRACTICES**

### **GENERAL GUIDELINES**

1. Practice sites will be determined at the beginning of each season.
2. Practice guidelines will be set by the Club Director and coaches, with current schedules distributed to all Players about every four to six weeks.
3. Practice sessions will be 2 - 3 hours in length.
4. Players must assist the coach with the setting up and taking down of equipment.
5. If schedule changes occur, the coach will notify the Team Parent who will then notify the Players.
6. Cancellation of practice due to bad weather will be determined by 3 p.m. on the day of scheduled practice.

### **PRACTICE POLICIES**

1. All Players are expected to attend scheduled practices (typically two per week) throughout the season. Missed practices not only affect the Player, but the entire team.
2. Prior notice (minimum of 3 hours before scheduled time) is required if Player is ill or must be late or absent from practice. In the event the coach is unavailable; the Team Parent must be notified to relay the message to the coach.
3. Habitual tardiness or absence without notice will result in disciplinary action up to and including expulsion (*i.e.*, Involuntary Termination) from the Club.
4. Homework (*i.e.*, assignments, test preparation, papers) is not a justifiable reason to miss a practice.
5. Prior to the regional/inter-regional tournaments, practice schedule may be altered and additional practices may be required.
6. Players must be dressed in appropriate practice attire (*i.e.*, t-shirt, shorts, knee pads, athletic shoes).
7. Players need a medical restriction form from their physician when they are injured. A medical release is required for participation following serious injury or illness.
8. An injured Player is encouraged to attend practices to watch and learn, if at all possible.
9. Injured Players participating in practice must wear supports or braces. Injured ankles or wrists must be taped. Exceptions dependent on medical provider instruction.

## **TOURNAMENTS**

Most Players will be exposed to national quality competition. Older Players will be exposed to college and university recruitment. See also *PVC Team Travel Policy*.

### **GENERAL GUIDELINES**

1. Tournament schedules will vary in frequency and location depending on age groups.
2. Tournament season generally runs from January until May. Some teams may compete in June if they qualify and attend the Girls' Junior National Championships.
3. 18U teams will break sometime between Regionals and Memorial Day due to graduation.

## **LOCAL TOURNAMENT POLICIES**

1. Players are responsible for food and transportation. Team Parent should be notified if there is a need for transportation.
2. Players need to arrive at tournament site at designated time prior to team play, as determined by Coach.
3. Team members share responsibility for team's equipment as well as scheduled refereeing, as determined by the coach.
4. Players need to obtain coach's clearance at all times when leaving the tournament site.

## **OUT-OF-TOWN TOURNAMENTS**

1. Team Parent will assist in coordinating travel to the tournament by car as needed. For Players who need transportation, the Player Travel Information Form must be obtained from Team Parent, filled out and submitted along with appropriate transportation expenses to accompany supplemental transportation representative(s).
2. Player transportation to and from the tournament is not included, provided, or arranged by the Club. Players and/or their parents/guardians are responsible for making all flight arrangements, including transportation to and from the airport.
3. A food allotment is included in tournament expenses (where travel over 150 miles is necessary). A predetermined portion of the allotment is designated each day for the team cooler. The remainder goes toward daily structured meals.
4. The Club makes arrangements for the Player lodging when hotels are necessary.
5. While at the tournament, the team rides together, usually in caravan format, coordinated by Team Parent or their designee. All structured meals will be eaten as a team.
6. Team Parent (or delegated representative) will assist the coach in monitoring behavior (including Codes of Conduct) and functional requirements while attending out-of-town tournaments.
7. Personal family accommodations are their responsibility when attending out-of-town tournaments.
8. A minimum of 90 days written notice must be given if a Player must miss a tournament. Absences from tournaments without prior notice will result in disciplinary action. Please make sure that the player has filled out the request form Written Notification to Miss a Tournament and that it has been signed by the coach and director. Absences may be excused only for the following reasons:
  - Death in family (no notice required)
  - College entrance examinations or recruiting visitations
  - Graduations
  - OSAA and WIAA sponsored sports \*\*
  - State / League Championship contests
  - Hospitalization (notice, if possible)

NOTE: Major tournaments are not negotiable and conflicts will be considered only in OSAA and WIAA sanctioned activities. Other organizational or school sponsored activities do not take precedence over Club volleyball. Players are expected to make special travel arrangements to get to the tournaments after their scheduled high school event.

### **LOCAL TOURNAMENTS**

*Need to have (MANDATORY):*

- Athletic Bag
- Team Uniforms -- shorts, shirts, spandex
- Team Sweats
- Knee Pads
- Volleyball Shoes
- Ankle Braces may be required by coach or age level.

*Should have:*

- Homework
- Extra Socks
- Water or sports drink
- Cooler with healthy lunch and snacks
- Personal Needs
- Extra Shoes/Sandals for off court

### **OUT-OF-TOWN TOURNAMENTS**

*Pack the following in addition to the local tournament checklist:*

- Clothing for several days, pajamas
- Personal Needs - medications, hygiene products, toiletries, small amount of spending money (optional)
- Extra Shoes/Sandals for off court
- Appropriate outerwear for season

*Nice to have:*

- Camera/Phone
- Book/Music
- Blanket / Throw / Pillow
- Swimsuit, beach towel, sun block
- Nice outfit for dinner
- Spending money for pictures, tournament t-shirts, etc.

### **EQUIPMENT**

*Uniform allotment varies from team to team, depending on length of season, travel and team play.*

1. Each Player will be provided with a minimum of two uniform shirts. Players new to the club will receive an athletic bag.
2. Each team will be equipped with one first aid kit and a sufficient number of volleyballs for practice and tournaments.

## **CARE OF EQUIPMENT**

1. Club athletic bags and all Club attire including sweats and jerseys will be used only for tournament play!! NOT for practices or non-Club events.
2. Club Issued Warm-ups
  - A. Wash in cold water individually. NO BLEACH OR SOFTENERS.
  - B. Air dry.
  - C. Keep pant legs on sweats zipped while wearing to prevent dragging on the floor.
  - D. Keep pant legs rolled above knee pads during warm-ups to prevent floor burns.
  - E. Do not wash warm-ups with socks or knee pads due to pilling.
3. Jerseys
  - A. Wash in cold water or with like colors. NO BLEACH.
  - B. Air dry, if possible, or low temperature machine dry.
  - C. Players will keep their jerseys.
4. Club Issued Sweats are numbered and issued to individual Players by number. They must be returned at the end of the season.
5. Players will be responsible for lost equipment and the cost of replacing it.

## **SOCIAL MEDIA EXPECTATIONS**

*“Using social media, we have the opportunity to further build the team, highlight positive achievements, encourage those who are struggling, and show support [for each other]. Social media is a powerful tool, which means we must always be mindful to show respect and honor toward everyone and never treat others disrespectfully.” ~ contributed by PVC players, 2019*

Facebook, Instagram, Twitter and other social media sites have increased in popularity globally and are used by the majority of student-athletes in one form or another. Portland Volleyball Club respects the right of its Players to use social media. However, it is important to understand that what may seem private can often become public, even without knowledge or consent.

Players should be aware that third parties – including parents, the media, schools, coaches, and future employers – could easily access your profiles and view all personal information. This includes all pictures, videos, comments, and posts. Players who use social media must also remember that any inappropriate use of social media reflects on not only the Player but the entire Club and are subject to disciplinary action, not only by the Club but could also be subject to criminal prosecution.

Examples of inappropriate and offensive behaviors concerning participation in online communities may include but are not limited to depictions or presentations of the following:

- Photos, videos, comments or posts showing the personal use of alcohol, drugs and tobacco or that condone drug-related activity.

- Photos, videos, comments, or posts that are of a sexual nature.
- Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding another team or club; taunting or bullying comments aimed at a student-athlete, coach, team or club; and derogatory comments against race and/or gender).
- No posts should depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, theft, academic dishonesty, underage drinking, illegal drug use).
- “Liking,” “retweeting,” or any similar action taken in regard to the above comments or photos indicates your approval of such comments or images and thereby hold you to the same standard and consequences.

While Portland Volleyball Club does not monitor student social media accounts, it has the right to act on information provided by third parties. Disciplinary action is subject to the Club and may include team suspension or dismissal from the Club.

In addition to these social media expectations, team coaches will define what constitutes “team time” and their associated team rules regarding use of cell phones and other devices during these times.