

Dulles Volleyball



Member Handbook

PROGRAM OVERVIEW

Philosophy

The development of the young person - player, is the fundamental premise of our teaching philosophy. We believe that in order to be successful, the athlete must maintain balance in her lifestyle with a priority in academics. She must also possess personal values such as a strong work ethic, good time management, perseverance, and a sense of duty. We are committed to provide such athletes quality instruction by recruiting only the most dedicated, experienced, and knowledgeable instructors.

Revenue & Expenses

Our major source of revenue is an assessment fee paid in full in advance, or by monthly installments, by members. **Members are paying for training and competition expenses**, most of which are fixed and include: gym rental fees, coaches' and administrative staff stipends, tournament entry fees, uniforms, registration fees, and the staff's travel expenses. Operational expenses include: printing, postage, legal and accounting fees, office supplies, and equipment such as volleyballs, ball carts, first aid supplies, etc.

_____ Parent initials

Financial Commitment Agreement

Every person's commitment to this program is especially critical from a financial standpoint. Parents of players who withdraw will be required to pay for their child's share of expenses for the entire season.

_____ Parent initials

18's: Parents will be required to write five post-dated checks for \$1,400 each when accepting a spot on the team. The dates on the checks should be November 15, December 1, January 1, February 1 and March 1.

17's and Under 's: Parents will be required to write five post-dated checks for \$1,000 each when accepting a spot on the team. The dates on the checks should be November 15, December 1, January 1, February 1 and March 1.

ATTENDANCE REGULATIONS

Because of the progressive nature of coaching and the limited number of practice hours, attendance, along with promptness, is mandatory in order to achieve the goals of the individual and the team. It is expected that the player will prioritize her personal schedule and exercise good time management skills to the extent that scheduling conflicts are kept to a minimum. She is expected to notify her coach at least 12 hours in advance if she is to be absent or late to practice. If a practice is missed, a fellow teammate should be contacted to confirm that the date and/or time of the next practice has not changed. In order to maintain consistent team training, each player will be allowed ten absences before sanctions are applied. A player missing a practice before a tournament will not start. Penalties for missing practices will be as follows:

1-3 missed day of activity. No penalty.

4th missed day of activity. The player will sit out one set.

5th missed day of activity. The player will sit out one match.

6th missed day of activity. The player will sit out two matches.

7th missed day of activity. The player will sit out three matches.

8th missed day of activity. The player will sit out four matches.
9th missed day of activity. The player will sit out five matches.
10th missed day of activity. The player will be dismissed from the indoor team. Parents will be responsible for paying the any remaining fees due through the end of the season.

Practice and tournament schedules will be distributed to players at the beginning of the season, updated and revised as necessary. It is critical that each player and parent carefully review this schedule as well as any future updates immediately upon receipt to determine if there are any conflicts that would not allow for the player's participation in any scheduled tournament or practice. If a conflict is discovered, the coach should be immediately notified . Any scheduling changes due to weather or other conditions beyond our control will be communicated to players by their coach. During winter storm conditions, if practice is not officially canceled, parents' and/or players' discretion not to attend practice is acceptable and will not be considered an unexcused absence, although communication to the coach is still required. All indoor players are expected to stay with the indoor program. No player will be allowed to switch to the beach team until the indoor season is over.

ACADEMIC STANDARDS

The staff of Dulles Volleyball recognizes that the primary responsibility for oversight of a player's academic progress is with the parents. Dulles Volleyball places a high value on education and the priority it must be given over other matters. Because it is in the best interest of the individual, we strongly suggest that all players accepted into the program maintain at least a cumulative 3.0 GPA (4.0 scale). Dulles Volleyball does

not want to assume any responsibility for oversight of a player's academic progress. It is the responsibility of the parent to communicate academic difficulties to the coach. Should a player's cumulative GPA during the season fall below the standard set by the parent(s), the parent(s) may request a meeting to be held with Dulles Volleyball, the player and the player's parents to discuss the matter.

MULTIPLE SPORT SEASON

We are aware that a student-athlete accepted into Dulles Volleyball may be interested in playing a school sport during the same season. Up to and through a player's freshman year of high school, we encourage participation in as many school functions as a student is capable of handling. However, the athlete who chooses to participate in a school sport during our club season should, with her parents and both coaches:

1. Identify that sport which has priority when there is a conflict
2. Determine the number of practices or tournaments that may be missed, arrived to late, or departed from early
3. Consider the amount of time you are committing to both sports; including the physical and mental strain you may experience.
4. Assess how the goals and expectations of everyone involved must be balanced and communicate to both coaches how you intend to meet their expectations

However, any player in her sophomore, junior, or senior year must first reach an agreement with their coach for that season

regarding resolution of any conflicts with the other sport that may impact the Dulles Volleyball team. The Dulles Volleyball coach has absolute discretion in making the decision of whether or not to accept a multi-sport athlete onto the team if that player is in her junior or senior year. Missing any Dulles Volleyball activity will penalties that can result in dismissal from the team at outlined in the Attendance Regulations.

PLAYING UP GUIDELINES

In some cases, players may get a chance to play up an age group if there is a need for a certain position.

For 15's, and older, a player needs to be one of the top two players for her position on the team she would like to play up on.

For 14's and younger teams, a player needs to be one of the top three players for the team she would be playing up on.

PLAYING TIME

We provide equal playing time opportunity for everyone. Players are evaluated on (1) their athletic ability and improvement of skill level, (2) performance in practice, (3) ability to perform in competition, and (4) overall contribution, in whatever capacity, to the success of the team. Her performance in practice dictates how and when she will be played in tournaments. Another factor that may influence her court time is how she adds to or detracts from the team's performance as compared to a teammate who plays the same position. During a tournament coaches are constantly adjusting and evaluating lineups which means some

players will receive more court time than others. Players are expected to understand and accept their role **as defined by the coach** and concede that **the collective performance of the team unit has priority**. It is the coach's sole discretion to make a final decision on playing time.

National Qualifiers or Bid Tournaments

During playoff games and the first day of National Qualifiers such as ACPL, Big South, NEQ and CHRVA Regionals, we will try to field a team that we think can win the match. The playing to win the bid starts at the beginning of the tournament. There is always a fine line between choosing a winning line-up and allowing everyone to play. Coaches will be putting in the line-up that they think is best for the team to win. A coach's judgement is like a referee's double contact judgement. It's their judgement. Once a team is eliminated from getting a bid, the team goes back to the normal rotations defined for their age group (SEE ROTATIONS below). So if a Dulles team is 0-2 and there are two teams that are 2-0 in the pool, the third match for Dulles starts with the normal rotation(s).

For the third set tiebreaker, we treat it as a playoff game. The best performers from the first two sets get to play. Although we usually start with the team that won, coaches may make any substitution they think will help the team win.

Non-Qualifiers Pool Play and Third Sets

During pool play for non-Qualifier tournaments such as Monument, Capitol Hill Classic and CHRVA single day tournaments, every player will have similar opportunities to play.

During this phase (pool play), we try to allow players to work through their mistakes. If we feel a player needs a break to regroup, she will be subbed out with the understanding that after one or two points, she will go back into the game after receiving instruction from the coaching staff.

Other items may affect playing time. If a player is not at a practice before a tournament, she will not start the first set of the first match. If her attitude becomes an issue and affects the team, she may not play.

Ideally, we want to have every player and parent happy. If we rotate everyone in and leave them in, we may lose more than we should. The players who think they are the top players on the team may be unhappy. If we play the strongest players and the team wins, some of the weaker players may be unhappy. If the players and parents choose to be supportive of one another then the team and Dulles as a whole can be successful.

For 15's and older: With twelve players, playing time is different during pool play as opposed to playoffs. Below is the rotation plan for line-ups:

Setter 1 will play the first set and Setter 2 will play the second set.

Libero 1 will play the first set and Libero 2 will play the second set.

The three Middle Blockers will rotate from MB 1 to MB 2 to off (MB 3 is off the first set). For the second set, MB 1 moves up to

the MB 2 position and MB 3 moves to the MB 1 and MB 2 is now the one who is off for Set 2.

The five pin hitters all rotate from OH 1 to OH 2 to Opposite to Off (not playing in that set). All pin hitters are trained and given experience playing all three positions. It reserves the two pin hitters who are off as subs. They can play any position as needed.

5-Pin Hitter Rotation		Set 1	Set 2	Set 3	Set 4	Set 5
Pin Hitter #1		OH1	OH2	Off	OPP	Off
Pin Hitter #2		OH2	Off	OPP	OH1	Off
Pin Hitter #3		OPP	Off	OH1	Off	OH2
Pin Hitter #4		Off	OH1	OH2	Off	OPP
<i>Pin Hitter #5</i>		<i>Off</i>	<i>OPP</i>	<i>Off</i>	<i>OH2</i>	<i>OH1</i>

For 14-1 and younger:

All participants will be trained to be an all-around volleyball player. Every player will get the opportunity to play at least one set for each match. If there is a deciding set, the line-up that won in the match will start the deciding set.

COMMUNICATION

The success of a coach depends, to a large extent, on his/her ability to communicate effectively in countless situations. Being the adult, a coach is required to be empathetic and an effective communicator. Ineffective communication between coach and

athlete can be avoided by ensuring that the following steps are taken:

1. The content is completely honest, appropriate and respectful for the situation.
2. The speaker asks questions of the listener to be certain the message intended is actually the message received.
3. The recipient is paying attention.
4. Clarification is provided as needed.
5. The speaker is clear about the intent of the message as well as the content.
6. The messages need to be consistent over time.

The nature of athletics presents both coach and player ample opportunity to improve their communication skills. In a player-coach relationship, both are responsible for establishing and maintaining a communication policy and style whereby conflicts and misunderstandings can quickly and effectively be resolved. To establish this link both parties must recognize the three principles of conflict resolution, which are:

1. Identify and state the problem. In most cases, one or the other person's expectations are not being met, and if not addressed, will impede that person's desire to continue the relationship.
2. Identify and state the desired end result. The person that is being asked to change must agree to the request. Negotiations and compromises may be needed before both parties can agree to the actions that each is expected to take to achieve the desired end result.

3. Identify the corrective actions to be made within a set time frame that will resolve the problem. Both parties must expect a positive outcome of the situation and apply themselves accordingly.

Of major importance, we ask parents not to circumvent the communication hierarchy we have established which requires the athlete to initiate a conversation with her coach to discuss a problem. If the maturity level of the athlete is such that her parents deem it necessary to initiate a meeting, we require the presence of the athlete when discussions about an athlete are held between coach(es) and parent(s).

Player to Player: It is expected that if a personality conflict arises between two individuals, this conflict will not be brought into the gym or onto the court. If the conflict cannot be resolved, it will be kept between the two parties. Other members of the team are not to be involved whereby a clique is formed. The coaching staff will not tolerate gossip and “back stabbing” and those involved will be sanctioned.

Player to Coach: At any time during the season, if a player is concerned or unclear about her role on the team, she should initiate a meeting with her coach whereby they can have a private conversation without a time constraint. The time after practice is ideally when meetings should be scheduled. **A spontaneous request by a parent at a tournament to discuss a conflict may be disruptive to the performance of the team; therefore, these situations must be avoided.** Coaches are committed to developing a trusting player-coach relationship based on honest feedback and consistency of action. A player and her parents should not fear reprisal for initiating a meeting. A player should discuss her situation only with her parents and

coach and realize that her coach is the only person who has the capacity to work things out and/or to set things straight.

Coach to Player: Besides the interaction that occurs during practice and tournaments, players can expect to receive periodic written performance reviews during the season.

Parent to Coach: Parents acting as mediators for their child should follow the aforementioned guidelines. On all other subject matters, parents are encouraged to engage coaches in conversation only at appropriate times. **Under no circumstance is it permissible for a parent to approach a coach during competition or at a tournament site to discuss playing time.** These conversations, if at all, must occur outside of tournaments, by scheduling an appropriate time to meet in person or talk by phone without interruption with the club director.

Parent to Club Director: Concerns about playing time, extra practice, extra tournaments, and any other items not covered above should be addressed to the Club Director.

All conversations should include the parents' athlete and should SOLELY be about the player's development and NEVER about another athlete on the team.

PARENTS' RULES OF CONDUCT

Following are situations you may encounter when you attend practices or tournaments. We ask your consideration and compliance in these situations.

Practice

Parents are welcome to view practices; however, please refrain from pampering your child or offering her coaching tips. General rule to follow: what a child can do for herself, she should do for herself, even if it is less efficient or difficult initially. Viewing a practice allows you to see how your child is progressing and how she interacts with her teammates and coach.

Competition

You must notify your child's coach before taking her away from any tournament playing site. A coach should never have to forfeit a match or change a line up because of missing players.

Treat all individuals responsible for conducting a match with respect. In USAV sanctioned tournaments, players are required to officiate. We will not allow our players or parents to openly criticize officials. Poor officiating should never be a factor in the team's performance. If the officiating is an issue, coaches are expected to deal with the situation.

Do not judge your child or the team's success solely by matches won. Sit back, enjoy the victories, and realize even in defeat, the team will have learned or experienced another valuable aspect of the game and therefore will have expanded their experience base!

Respect the coaches' time with their players. Coaches utilize the period of time prior to and after a match to discuss team matters. Parents should leave the area whenever the team is called together (especially before matches) and wait until the team has been released after a match to interact with their child.

Recruiting Policy

Parents, players and coaches may not initiate contact with a player who is, or has been, registered with another USAV team in order to recruit that player. If a player or parent from another USAV team approaches you, refer him/her to one of our coaches.

PLAYER'S RULES OF CONDUCT

The primary purpose of these rules is to help us function smoothly, effectively and efficiently as a team. The overriding principle (creed) under which we will always operate is:
“Conduct yourself in a manner that brings credit and respect to you, your family, your coaches, your teammates, and Dulles Volleyball.”

General Rules

Obligations: Players are expected to attend practices, tournaments and meetings as scheduled. Once called together, players are not to leave until the coach has dismissed the team. You are expected to notify your coach at least 12 hours in advance, if you will miss or arrive late to practice or a tournament. A message from a teammate immediately prior to practice or competition is unacceptable. Unexcused absences or late arrivals are causes for disciplinary action as outlined in the Attendance Regulations.

Confidentiality: Groundless rumor which is defined as gossip should not be listened to nor started or perpetuated by members of Dulles Volleyball. Your perception of the opinion or action of others, within or outside of Dulles Volleyball, may be interpreted as gossip; therefore, give thought to what you say and to whom you are speaking.

Unacceptable Behavior: Any incident involving the use of illegal drugs, tobacco, alcohol, firearms or the violation of curfew may result in a player's **immediate expulsion** from Dulles Volleyball.

Readiness: Be mentally prepared for each practice and tournament by identifying what you will gain from the upcoming experience. All taping must be done prior to the start of practice or competition. We suggest you purchase ankle braces if you have a history of ankle sprains. Jewelry may not be worn at practices or tournaments.

Communication: Our goal is to be direct and supportive, and to realize how application of constructive communication and listening skills enables all to achieve common goals. Refrain from giving any unsolicited coaching tips to teammates; this is the job and responsibility of your coaches.

Rules of Practice

The purpose of practice is (1) to prepare a team for situations that occur in competition, (2) to mold a group of individuals into a team, and (3) to provide learning experiences through which the individual may expand her physical, emotional, and mental capacity. Dulles Volleyball consider this a life skill and essential to overall short and long term success of the player, the team and the club. To make practice function at the most efficient level, the player must correctly execute basic practice "etiquette" to include:

Timeliness: Practice will start on time and will end when all equipment has been returned to its proper place, and the coach has dismissed the team.

Promptness: Players are to be in the gym area 5-10 minutes before the start of practice allowing enough time to change clothing, tape, lace up your shoes, set up the courts, etc.

Effort: At all times, put forth maximum effort to perform to the best of your ability. In every drill, especially when fatigued, attempt to play the ball using the correct technique. Each player is expected to not only demand the best of herself and those but also of those around her.

Demeanor: Players are expected to control negative emotions brought on by frustration or fatigue. Overt use of inappropriate words or body language toward self, teammates, or coaches will not be tolerated. Failure to maintain emotional control will lead to your dismissal from practice.

Responsiveness: Act quickly upon instructions and ask questions if you don't understand. Follow through in a timely manner on all requests from your coach including administrative or paperwork types of activities. Respond quickly when called in by your coach and pay attention to instruction given, whether directed to you or not.

Conditioning: Players are expected to hustle, jog and/or run appropriate to the assigned task. This includes shagging balls, returning to the end of the line when in a drill, etc.

Competition Rules

It is especially important in the competitive arena to act and perform at your best, both on and off the court. This is when the discipline you have exercised in thought and action will be put to the test. Act according to the creed set forth in the beginning of this section.

Equipment: Players are responsible for their uniform and gear. If misplaced or lost during a tournament you will not be allowed to compete. The team, not the coaches, is collectively responsible for keeping track of our balls and returning them to the cart/bags before the start of the match.

Readiness: Players must be mentally and physically prepared to enter the game whether your role is that of a starter or substitute.

Schedule: Players are to be aware of whom, where, and when they play, in addition to the team's officiating schedule. Every player will share in officiating duties, unless excused by a coach. Players are not to leave a tournament site without notifying a coach.

Neatness: The bench area will remain neat throughout the match. Warm-ups will be folded and placed behind the bench with other personal belongings. Any area used by the team will be left in a clean and neat manner, with special attention given to rules about food or drink in the gym.

Demeanor: Players are expected to suppress displaying negative emotion during a match. Loss of control will result in your removal from the game and/or court area. Begging for calls will not be tolerated. Our credo: ***“We are disciplined, focused, and in control at all times.”***

Respectful Behavior: Players are expected to treat all individuals responsible for the conducting of a tournament and/or a match with respect. Only the captain and coach may address any referees.

TRAVEL, LODGING & MEALS

Travel to and from practices and tournaments will be the responsibility of the player and her parents. Coaches do not arrange or provide transportation for players except of 18-1 tournament travel. We suggest carpools be formed by individuals living in the same area. The following guidelines will be adhered to when traveling to tournaments outside the greater Northern Virginia area and that require an overnight hotel stay:

Travel

Who Can Drive: Only adults are allowed to transport players to tournaments. When not traveling with her parent(s), the player will travel to and from the tournament with the same driver arranged for by her parents. When a passenger, a player may return with (a) her parents after notifying the original parent driver of these plans, or (b) in another adult's car provided this has been prearranged between the two adults.

Rooming for 18-1: Players will be housed as a team, under the supervision of an adult female chaperone. Only extenuating circumstances will be considered to exempt a player from this rule. It is the prerogative of the coach to assign roommates. Parents are responsible for securing their own lodging. Parents are not allowed into the player hotel rooms unless accompanied by a coach or the chaperone.

Curfew/Restrictions: All players are expected to be in their rooms and in bed at curfew. Non-team members, are not

allowed in the players' rooms. Study/rest periods will be adhered to strictly. Players will respect their teammates' need for rest and/or study. Unless the coach or chaperone has designated a specific curfew, the curfew shall be 10:00 pm.

Behavior: Boisterous or unruly behavior when staying in a hotel will not be tolerated. For safety reasons, all doors to rooms should be kept shut. Room service, in-room stocked refrigerators, movie rentals, long distance calls and any other hotel services incurring additional charges, will be at the player's expense and may not be charged to the room's billing without first obtaining the Coach's approval.

Chaperone: At least thirty (30) days prior to departure to any out of town tournament that includes an overnight stay, each team must identify at least one (1) adult chaperone. The chaperone must be female. If a team cannot identify the adult chaperone within thirty (30) days prior to the team's departure, the team will not be allowed to travel to that tournament.

Meals

Meals are at the expense of the individual. Many teams will organize their tournament food through a designated food parent.

Coaches may ask that the team eat some meals together, in which case, all players must attend, unless excused by the coach. The team shall exercise good table manners and behave appropriately.

Special attention should be given to the type of food consumed not only during tournaments, but also during the entire season.

Eating habits should be evaluated and modified in order to improve performance and achieve good health. A doctor should be consulted before implementing radical changes in your diet and/or eating habits. We recommend players read literature concerning the nutritional needs of athletes and act accordingly.

SANCTIONS

Players whose actions violate the rules and regulations set forth in this handbook shall be subject to disciplinary actions that may include probation, suspension or expulsion from the Dulles Volleyball Club. While every effort will be made to avoid sanctions, when sanctions are determined to be necessary, financial obligations remain in full force and effect.

PROBATION may be imposed which allows the player on probation to practice, but not participate in tournaments. In the event probation is imposed, the coach will inform the player of the deficiency, the length of probation, and the manner by which the deficiency shall be corrected. Upon completion of the probationary period, if the deficiency is corrected, the player will be afforded all team privileges. If the deficiency is not corrected, the probationary period may be extended or the player suspended.

SUSPENSION shall mean suspension from participation for a specified number of days during which the player may not participate in any team-related activity.

EXPULSION shall mean the complete denial of the right to participate in any Dulles Volleyball activities for an indefinite period of time.

Parents' Code of Ethics

I hereby pledge to provide positive support, care, and encouragement for my child participating in youth sports by following this Parents' CODE OF ETHICS:

I recognize that I am my child's first and foremost role model and as such have the greatest amount of influence on being a positive or negative impact on my child's development and being cognisant of the great responsibility.

I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other youth sports event.

I will place the emotional and physical well being of my child ahead of my personal desire to win.

I will insist that my child play in a safe and healthy environment.

I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that the coach upholds the Coaches' CODE OF ETHICS.

I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.

I will demand a sports environment for my child that is free from drugs, tobacco and alcohol and will refrain from their use at all youth sports events.

I will remember that the game is for youths - not adults.

I will do my very best to make youth sports fun for my child.

I will ask my child to treat other players, coaches, fans and officials with respect regardless of race, sex, creed or ability.

I will help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, assisting when needed, or providing transportation.

I will openly, honestly and respectfully communicate directly with Dulles Volleyball to enhance a productive development environment in the best interest my child, her teammates, the team, the coaches and the club.

I understand that there are only four possible roles involved with USA Volleyball and I agree to choose only one of these roles:

1. PARTICIPANT - These are the ones wearing spandex and court shoes and I am not a participant.
2. COACH - These are the ones that sit on the team bench, usually with a clipboard, along with the participants, and I am not a coach.
3. OFFICIAL - These are the ones that stand around the court or sit at the scorekeeping table. Some have whistles and they sometimes wear white shirts and shoes. I am not an official.
4. SPECTATOR - These are the ones that sit in the stands and cheer for the participants. The bulk of these spectators are parents. **The child needs a parent that will support them regardless of whether they win or not**, even when they miss too many serves. I am the only one that can fill the role of parent and my child needs a parent. I am a spectator.

Coaches' Code of Ethics

I recognize that as a coach I am an important role model for young athletes and as such have the greatest amount of influence on being a positive or negative impact on a young athlete's development. Being cognisant of the great responsibility ...

I will place the emotional and physical well being of my players ahead of a personal desire to win.

I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.

I will do my best to provide a safe playing situation for my players.

I will promise to review and practice basic first aid principles needed to treat injuries of my players.

I will do my best to organize practices that are developmentally appropriate, and are fun and challenging for all my players.

I will lead by example in demonstrating fair play and sportsmanship to all my players.

I will openly, honestly and respectfully communicate directly with the club, players and parents to enhance a productive development environment in the best interest the club and all of its teams, coaches and young athletes; and specifically, the athletes, the team, and my fellow coaches I coach with.

I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.

I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.

I will use those coaching techniques appropriate for all of the skills that I teach.

I will remember that I am a youth sports coach, and that the game is for children and not adults.