

Cincy East Volleyball Club Handbook

Welcome to the Cincy East Volleyball Club. We have put this handbook together to tell you a little bit about Junior Club Volleyball in general and about our Club's philosophies.



“Together we can achieve greatness”

Cincy East Volleyball Club, Inc.
1155 Old State Route 74
Batavia, OH 45103

Cincy East Volleyball Club Handbook

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Section I. Introduction

Thank you for your interest in Cincy East Volleyball Club. We hope by reading the entire parent handbook you receive a complete understanding of how our program will function for the upcoming season.

Cincy East Volleyball Club Mission

Cincy East is a competitive youth volleyball program which exists to develop camaraderie, self-esteem, encourage physical fitness and promote excellence. Our players will be challenged to excel not only in their own personal growth as young adults and players, but to also excel for their community.

Why Play for Cincy East Volleyball Club

Cincy East Volleyball Club is located on the East side of Cincinnati. As it relates to practices, we believe the shorter the drive the better for the family throughout our season. We are fortunate that there are many tournament opportunities for junior clubs within a two hour radius of Cincinnati, but we will schedule tournaments as a club and then based on team wherever is appropriate and competitive.

A.) Athletic Development

Cincy East strives to take the lead in our community in helping our young people develop key building blocks to achieve and grow up into positive, healthy, caring, honest and responsible contributors in our community.

As a parent you have built your family and your family's core beliefs (character traits like honesty, integrity, support, etc). We believe that our coaches are another extension to your child's growing pool of resources. Our coaches will strive to improve your child's character development including leadership skills, respect, perseverance, and resilience, in addition to improving your daughter's specific volleyball skills, knowledge, and team-based emphasis.

B.) Team Development

Cincy East Volleyball Club actively works on developing each individual athlete, but also develops the team as a whole. Without a cohesive team, we will not be able to accomplish our goals. Each team, or the entire club, may organize team-bonding activities to help increase cohesiveness. This could include but is not limited to: Team Nights, Family Nights, Volunteer activities, and Fund-Raising activities.

Some activities may be mandatory but will be given prior notice if it is required. Teams individually and the Club collectively may host varying activities.

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Section II. Governing Entities

Cincy East VBC Club Director

Cincy East Volleyball Club is a Non-Profit, Incorporated Company that strives to serve its members, coaches and community. The Club Director position is to coach, instruct, grow, mediate, and does whatever is necessary to make sure Cincy East remains one of the best clubs on in the Cincinnati area. www.cincyeastvolleyball.com and cevbclub@gmail.com will be the best means of communicating with our director.

Ohio Valley Region

In the Midwest, each member of Cincy East Volleyball Club is also a member of the one of the largest regions of Junior Olympic Volleyball in the Nation, The Ohio Valley Region. All additional information wanted about the Ohio Valley Region may be found at www.ovr.org.

USA Volleyball

Volleyball is a booming sport in our nation. School and Community teams are being formed throughout the country. USA Volleyball rules and regulations govern all Junior Olympic Volleyball Programs. Every member of Cincy East Volleyball Club is a member of USA Volleyball. All additional information wanted about USA Volleyball may be found at <http://www.usavolleyball.org/>

AAU Volleyball

AAU Volleyball is proud to have some of the best young athletes in the country competing in all of our 30+ sports. AAU Volleyball rules and regulations apply to all Cincy East Athletes. Every NATIONAL and AMERICAN member of Cincy East Volleyball Club is a member of AAU Volleyball. All additional information wanted about AAU Volleyball may be found at <http://www.aauvolleyball.org/>

Section III. Club Code of Conduct

Athlete Expectations

It is imperative that you follow the rules of the club and of the USA Volleyball Player's Code of Conduct. Each team may have rules established by its individual coach as well.

- ✓ We need players who are punctual, who are here to work hard and to pay attention to coaches and cooperate with teammates. It is vital to our club to have a deep commitment from each player and family. In order to be a better player, you must be committed to improving.
- ✓ We know that each player cannot make it to every practice, but it is important to attend as many practices as possible. It is mandatory to inform your coach PRIOR to any absence. If there are 2 unexcused/uncommunicated absences from practice/competition it will be left up to the players' Head Coach to decide what consequence will be administered. Examples of consequences may include but not limited to extra conditioning, limited playing time, removed playing time, at home performed individual drills, or schedule a private lesson.

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- ✓ We consider all athletes, student athletes, therefore, we expect all players to strive for the best grades possible for each individual. We hold the expectations that athlete's grades be maintained or improved through our club season. We see scholastic achievement as demonstrating time management skills and establishing priorities necessary when preparing for their future after high school. We cannot over emphasize the importance of good grades for each individual. We expect parents and athletes to inform the club should academic issues arise, and will offer any support needed to assist them in addressing improvement.
- ✓ Be respectful at all times! All athletes will be expected to treat all fellow players, coaches, directors, officials, adults, and opponents with respect at all times. Failure to compose yourself during practice and/or competition will result in loss of playing time.

Substance Policy

Use or sale of alcohol, drugs, and/or tobacco is prohibited. This includes electronic nicotine delivery systems. It is illegal for persons under the age of 18 to purchase tobacco products. Possession of drugs is illegal. Alcohol consumption by minors (under the age of 21) is prohibited by Ohio law.

- ✓ If a player uses any of these substances while competing as a member of a junior team, the team may be declared ineligible for further competition. Thus, use or sale of illegal drugs, alcohol and/or tobacco will result in immediate suspension from the Cincy East Volleyball Club.
- ✓ If a player is suspended for violating the Club's substance abuse policy, the Club Director will specify the terms of the suspension in writing. Each case will be reviewed individually, and the Club Director has the authority to suspend the player for the entire season without refund. Repeat violations may result in expulsion from the club.
- ✓ A suspended athlete may appeal the suspension in writing. This appeal must be signed by the parent and the athlete and must be submitted to the Club Director within 14 days of the decision.

Competition and Non-Competition Conduct

This Section pertains to any competition whether it is a sanctioned or not.

- ✓ All Athletes are subject to the rules of competition and conduct specified by the Ohio Valley Region, AAU, JVA, or USAV. These rules require that athletes treat coaches, teammates, opponents, and officials with courtesy and respect.
- ✓ Coaches will announce the expected arrival time (40-60 minutes prior to the first match) for an event to their team prior to the event. All Athletes are expected to arrive on time or give notice to the coach if this is not possible. This does not mean get dropped at the door at that time, but on the court.
- ✓ Players may not leave the competitions early unless excused by the coach. The players must give the coach at least 24-hour notice to consider the request.
- ✓ All players must compete in official Cincy East Volleyball uniforms.
- ✓ All Team members must stay at the tournament until the team is finished with their duties. These include; playing, refereeing, cleaning up camp, etc. NO EXCEPTIONS.

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- ✓ All non-competition events, such as team bonding, whether in private settings or public, are considered places where our code of conduct for behavior and standards is expected. You are a representative of our club even while not at club activities. Behaviors outside what is appropriate or legal (as stated in Athlete Conduct and Substance Policy) are considered grounds for suspension or removal from our club and will be individually reviewed by our Board of Directors.

Playing Time

Team fees pay for equipment, facility time or rent, uniforms, instruction and coach stipends and travel expenses, tournament entry fees, and administration cost.

- ✓ The nature of Junior Olympic Club Volleyball is competitive. Equal playing time during match play is **NOT GUARANTEED**.
- ✓ Attendance, attitude, effort, performance, the athletes' potential, team need, along with completed fee payments determine playing time for athletes. This decision is left solely to the discretion of the Cincy East Coaching Staff, Board of Directors & Club Director.
- ✓ Athletes are encouraged to ask what they can improve on to get more playing time. These questions will take place before or after practices by appointment or early request with the coach between the athlete and the coach. At **NO TIME** should this take place during a competition. See Section VI Grievance Procedures for the process of playing time or discrepancies.

Parent or Guardian Conduct

We all acknowledge that the welfare of children and young people is, and must always be, the paramount consideration.

- ✓ Please watch your athletes as they compete. Please do not coach your athlete or any other players during a practice or a game. Our coaches have been selected because they have training and expertise, and they learn from each team ways to make adjustments to improve the whole over the individual.
- ✓ Always positively encourage your athlete and other players. Support is equally important during an athlete's defeat as well as their success. You do not need to express your frustration to another parent, player, or coach while attending a competition or otherwise. If you have an issue with the coach, set a time to discuss with the coach at least 24 hours after the event. If you have an issue with teammate, your athlete does not need to hear your complaint. This NEVER builds team chemistry and usually causes more issues on the court than helps.
- ✓ Please demonstrate sportsmanship in the same manner you expect your athletes to demonstrate sportsmanship on the court. Any use of profane language or addressing of another player in a negative manner will result in expulsion from the court area.
- ✓ Please observe the clubs **"24-hour rule"** with the coaches. Do not contact a coach before, during or after a game for 24 hours. The athlete may set up a time to discuss the issue with the coach first. See Grievance Procedures if you need more details.
- ✓ Please deliver or pick up your athletes on time. Please remember that coaches have families and responsibilities too

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- ✓ Pay fees on time. If fees are not paid, bills cannot be paid on time and players will not be permitted to practice or compete. **All fees must be paid in full by March 1st or the athlete will sit out of practices and be unable to participate in tournaments.** If you to schedule a payment plan, you must contact the director and if an agreement (payment plan) is made, it will be put in writing and will require signatures of each party. A payment plan must be scheduled before payment is due, not afterwards. (Please note that any checks that bounce will be the parent(s) responsibility and you will be assessed a \$50 fee per item)

NOTE: *You as the PARENT are the #1 influence to your athlete's character and development.*

Section IV. Rules and Regulations

General Cincy East Volleyball Club Rules and Regulations

While representing Cincy East Volleyball Club, all athletes, parent(s)/guardian, and family are expected to behave in a responsible manner. Determination of what is responsible lies solely with Cincy East Volleyball Club. Cincy East VBC Directors, Coaches and participants are proud of our image. We are well known across all tournament and officiating circles as being very professional in our conduct. The organization would like to keep this honor, but we need your help.

- ✓ Any Athlete damaging equipment owned by Cincy East Volleyball Club or any facility used by the club during practices, tournaments, or other functions, or at lodging facilities will be required to reimburse the club and/or facility for the damages before continuing in the club. In some cases, the athlete may be dismissed from the club.
- ✓ An athlete with a delinquent account during the current season may be denied participation in tournaments or practices until the account is paid or arrangements are made with the Club Director.
- ✓ All athletes must have the following items signed by their parents or guardians before they will be allowed to begin practice.
 - USA Volleyball Waiver Form
 - Medical Form
 - Code of Conduct for Parents and Athletes
 - 1st payment of the fee schedule
- ✓ In case of inclement weather, a coach or staff will notify you of practice cancellations once teams have been established. Check the website or our many social media outlets frequently for updates. The SE app will easily facilitate communications
- ✓ We strongly encourage athletes who make a Cincy East VBC teams to take this participation seriously. This means we expect Cincy East Volleyball Club practices and tournaments to be of the highest priority.
- ✓ Participation in another club's events/lessons needs approval from Director per OVR rules.

Practice Rules

Practices with Cincy East VBC will be held at Elite Athletics Sports Complex at 1155 Old State Route 74 in Batavia, 45103.

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- ✓ The Number of Practices depends on the Age, Level, and Length of Season with Cincy East VBC. Practices for the upcoming season will Start on or after January 3rd and come to a close after your athlete's OVR Championship located in Columbus, Ohio (Usually Early to mid-May). Seasons will be extended based on level of play and pending qualified or accepting a National level tournament played in June.
- ✓ Individual Coaches determine whether or not their practices are open or closed to spectators. Coaches must get approval from the Club Director to close practices.
- ✓ Scheduled practice time is start time and not arrival time. Practice time is limited based on gym availability and to maximize the amount of practice time for practices, athletes should plan on arriving at least 15 minutes prior to the start of each practice. Players are expected to have kneepads and shoes on at the designated start time for their practice. There will be coach determined consequences for arriving late to practice and competitions without communication.
- ✓ All athletes will bring all personal items (shoes, bags, clothes, etc) in the training facilities with them. They will change in restrooms or previously designated areas. Athletes are expected to wear proper clothing for the sport of Volleyball as any Cincy East wear.
- ✓ Horseplay by athletes or coaches at practice or tournaments is strictly prohibited.
- ✓ All athletes are expected to make every effort to attend every practice. Athletes are permitted 3 Excused Practices for the Season.

Note: Regardless of the reason, if an athlete misses practice or multiple practices, their playing time may be affected. Volleyball is a team Sport and if an athlete is missing practice, they are missing opportunities to receive reps in drills and game situations which can hinder the teams' ability to perform during competitions. The athlete may arrange to attend the practice of another team with the approval of both coaches. If an athlete cannot be at practice, the athlete is expected to call, text, or email the coach as soon as possible or at minimum 1 hour before the start time of scheduled practice. It is the athlete's responsibility (not the parent's) to reach the coach before the practice starts.

- ✓ Communication is absolutely key to helping your coach and the other players on the team to become successful during competition. Depending on your athlete's age and coach, communication concerning missed practices and competitions must come from the athlete. One of Cincy East VBC's missions is to teach your athlete to become responsible contributors to our communities. Hence, at specific age groups coaches will request athletes to be responsible for communications between coach and families.
- ✓ Athletes must bring water, in an unbreakable container, to practices and tournaments. Absolutely no glass containers are allowed in the gym. **Athletes, Coaches, and Parents must always leave the facility or Camp area looking better than when they arrived! This means all belongings are to be taken with your athlete home and garbage is completely cleaned up from area used!**
- ✓ Any Equipment used during any type of training must be returned to its original state. Equipment such as Volleyballs, Carts, or any equipment located in the Cincy East "Office" is property of Cincy East VBC, Inc. and Cincy East VBC holds right to charge for any damages to its' property.

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- Equipment owned by the facilities that Cincy East VBC rents court space from includes but is not limited to volleyball net systems, poles, antennae, score boards, boxes, tables, net dividers, basketball hoops, volleyball ref stands, etc.
- Elite Athletics Sports Complex holds the right to charge for any and all damages occurred during practices or competitions if athletes are conducting horseplay of any kind.

Tournament Rules

Cincy East VBC holds Parents and Players to the expectation that they must communicate in writing any known failure to attend a practice, tournament, or competition of any kind no later than the 1st of January of 2022. This means anything that your family knows of by Jan 1st that will take your athlete away from her team must be emailed or written to your coach. Most conflicts are scheduled months in advanced (aka vacations, school major events, graduations, dances, church functions, etc.) If conflicts are not communicated with Cincy East VBC or Coaches than we assume there are none and your athlete will be expected to attend and perform at all scheduled practices, tournaments, or other competitions.

- All athletes are expected to be in the gym, ready to warm-up, at the scheduled arrival time. This usually means the athlete needs to arrive onsite at a minimum 35-45 minutes prior to the scheduled arrival time. Earlier is always better.
- Proper conduct is expected for all members of the Club at all time. This includes athletes, coaches, parents and fans. This also means treating fans from other teams, other parents, and officials with respect.
- Athletes and/or parent(s)/guardian are expected to provide transportation for their athlete to and from tournament sites and practices. If an athlete cannot be at a tournament due to illness, the athlete is expected to contact the coach as soon as the athlete knows they will be absent. It is the athlete's responsibility to reach the coach before the tournament starts.
- Athletes are not to leave the tournament site until excused by the coach. Except in cases of true emergency. All athletes regardless of officiating assignments may not leave a tournament until the team assignment is completed.
- All athletes must participate during the officiating a match in some way shape or form. Teams are expected to provide 1 down ref, 1 bookkeeper, 1 libero tracker, 1 score tracker, and two line judges for every game scheduled to officiate.
- Cell Phones are **NOT ALLOWED** at the score table and must remain in athletes' bag or hands of a parent or guardian.
- Athletes must have appropriate footwear if line judging or down ref as to not cause a safety issue if a shoe slides off.
- Coaches are required to sit at the score table with athletes to ensure proper scoring of the game. We expect your athlete to pay attention to the match at all moments as we would expect other teams to have the same respect for Cincy East VBC.
- Seating is sparse in most gyms so we recommend that you bring your own chairs. We strongly advise that you pack a cooler for your athlete for the day of a tournament because they can run long. **UNDERSTAND COOLERS**

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MUST BE LEFT IN YOUR CAR. The Club WILL NOT pay a fine for you bringing a cooler or food into a playing area. **NO OUTSIDE FOOD** is allowed to be brought into facilities during any competition for USAV, JVA, or AAU. We understand that some facilities do not offer the best food or healthy selections which is why we suggest keeping food in your cars and allowing the girls to go out to the car to eat during approved times.

- ✓ Some athletes bring pillows and sleeping bags so they can rest between rounds. Games, homework, books, etc. are all recommended for some of the longer tournaments. Arrive early so you can help set up your team area and get ready to warm-up. Except for starting times, most tournaments do not follow a set time schedule. Matches will begin 10-minutes after the end of the previous match. Expect to be at a tournament all day.
- ✓ For tournaments that are located far away or for 2-day or more tournaments your family or the team may decide to stay in a hotel. Refer to our Travel Policy.

Club Fees

Fees for the upcoming season are posted on our website, and are automatically charged to the credit card used for initial registration.

- ✓ Coaches do not handle transactions.
- ✓ Credit Cards are charged 30% on January 1 and 30% February 1 for the remaining team fee balance.

Refunds

Fees will not be refunded for any reason including injuries that occur during the club season or missing tournaments. Our fee schedule is determined by athletes per team, and expenses per team are accrued regardless of individual participation. Upon agreeing to be a part of Cincy East Volleyball Club and individual team, you are agreeing to the financial responsibility of those team's fees. Please contact the director to discuss individual financial hardships for adjusted payment plans that can be finalized by the last date of the individual player's season.

Should COVID cause our season to end abruptly, Cincy East Volleyball Club will refund only what we have been refunded, which will be limited to tournament entries and possibly court costs. The huge majority of the club expenses for our season are paid by February 1st.

Volunteering

Parent(s) and or Guardians will have an opportunity to volunteer.

- ✓ If you wish to help shag balls, sit at the score table, or assist at practice just ask a coach how. You are required to register as a chaperone through OVR
- ✓ Any help during fundraising events or team events is always appreciated
- ✓ A Team Parent is required for each team to work with our Tournament and Hotel Coordinator for facilitating their team's overnight stays. Some events are Stay to Play events requiring hotel stays at assigned hotels. Some tournaments the team parent will need to reserve blocks of rooms for their team and communicate with the team families how to reserve their own rooms.

Fund Raising

The organization will periodically fund raise. We are always looking for great ideas and assistance with these programs. Funds will be used for various items: club warm-ups or fun tournament tees, other forms of team apparel or specific additional equipment purchases (training tools/bands, multiple blocking boxing). Some specific fundraising will take place to minimize team fee increases. For every event, a specific goal will have been set and agreed upon before the event takes place. The goals for each event may vary. The responsibility for parents could include but are not limited to:

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identifying potential sponsors, working events (volleyball tournaments, cookouts, serve-a-thons, etc.), and participation when able.

December 27-28: Holiday Break Boot-camps (during day)- specifics will be posted on event registration and site

December 28: "Jolly-Ball" Lottery Play (4 V 4) both player and adult divisions

Section V. Grievance Procedures

Competitive team athletics, by its very nature, creates situations where difficulties with events on the court may arise and everyone may not be happy all the time. Knowing when to communicate and how to communicate with your athlete's coach is a concern for almost every parent at some point and time during the season. Most often the concern is how to inquire about issues surrounding playing time.

- ✓ At Cincy East Volleyball, we expect the athlete to take responsibility for their participation. For this reason, the athlete will first talk to the coach when they have that they have a problem concerning their playing time, or if they are unclear about what the coach expects from them either in practice or in a competition. The appropriate way to do this is for the athlete to ask the coach what they need to do to get more opportunities to play in matches. Most of the time, the athlete knows why they may not be playing as much as a teammate when the parent may not. With exception to our youngest players needing to be accompanied by a parent or guardian, this helps teach the athlete ownership of their responsibilities or issues keeping them from the playing time they desire.
- ✓ Parents can best help their athlete by helping them set goals to achieve more opportunities.
- ✓ When a parent has a problem that is specific to their own athlete, we also expect them to first talk to their athlete's coach. Coaches have been instructed they are not obligated to discuss "coaching decisions" with a parent. These "coaching decisions" include, but are not limited to specific match decisions, substitution patterns, line-ups, etc. Many parents do not understand the lineups with consideration to positioning, the player combinations that work best or against certain types of opponents, or the rules surrounding substitutions.
- ✓ The coach will not be required to defend his/her thought process or conclusions in the determination of playing time, and it is improper for a parent to request that.
- ✓ Specifically, the procedures to follow if you as a parent, or your athlete as a member of Cincy East Volleyball Club, have concerns about Cincy East Volleyball Club's policies or a coach's actions are, in this order:
 1. The athlete will speak or meet with the coach to discuss the matter. If the matter remains unresolved, or if the athlete has reasonable concern that speaking to the coach will not resolve the matter.
 2. The parent should speak or meet with the head coach. Parents should call the head coach on the phone to set a meeting. Meetings are to be at times and locations other than tournaments or during practice times. If a parent confronts a coach during a tournament requesting a reason for the coach's playing decisions, we have instructed the coach that they may refuse to discuss any controversial matter, especially when a parent is agitated or confrontational, and to refer the parent to the Club Board of Directors, and to walk away from the situation. The recommended time to arrange a meeting is either before or after a scheduled practice and should not interfere with the scheduled practice.

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3. If the matter remains unresolved, or if the parent has reasonable concern that speaking to the coach will not resolve the matter, they are to contact the director to meet with and address.
4. The parent may speak to the Head Coach and the Club Director. In Certain situations, Cincy East Volleyball Club may ask the athlete to attend the meeting also. Meetings should be previously arranged. Meetings will not be scheduled during a tournament or practice. The Head Coach or the Club Director will not engage in discussions about “coaching decisions” while at a tournament.

Section VI. Media

Photographs and Video

Cincy East Volleyball Club is fully committed to safeguarding and promoting the wellbeing of all its members. The Club has issued the following guidelines for the use of photography and video imaging as it affects junior members.

- ✓ Parents and guardians will not be prevented from taking pictures or video filming junior members. The introduction of proportionate controls on the use of such equipment forms a key element of general safeguarding good practice at the Club.
- ✓ Match and practice photos may possibly be used on our website and or club social media outlets. If you do not wish your child athlete to be in any of these promotional materials, please contact the club Board of Directors via email. We will take appropriate action ASAP.
- ✓ At no time will an athlete’s name be used unless permitted by the parent(s) or guardian.
- ✓ Concerns regarding inappropriate or intrusive photography should be reported to the Club Board of Directors immediately and recorded in the same manner as any other child protection concern.

Note: For social media concerns please review the club social media policy.

-On behalf of the Cincy East Board of Directors we thank you for taking the time to read over our club handbook.

PRIVACY STATEMENT

The personal information that you provide to apply for tryouts or full membership is used within Cincy East to provide services we offer. Cincy East does not share your personally identifiable information with any nonaffiliated third-party business, organization, or individuals.