



## Welcome

The directors, coaches and staff are pleased to have you as a member of PLA Volleyball Club as we embark on our fifth season of competition in the Southern Region of USA Volleyball.

### Purpose

The purpose of this handbook is to familiarize both parents and players with the PLA Volleyball Club program. Keep this handbook throughout the season as a reference for many of the questions you may have. However, should you be in need of further information, do not hesitate to contact any club director or the coach of your child's team.

The policies, rules, responsibilities and procedures defined in the following pages help to foster an understanding between parents, athletes and coaches. Our program is committed to treating all athletes fairly and gives each individual the opportunity to improve the many skills associated with the exciting, demanding, and rapidly changing sport. But in order to facilitate our ability to have a productive, successful season, these guidelines must be followed and enforced.

### Commitment

Regardless of the level of participation, it cannot be overemphasized that there is a great deal of commitment required, which includes time and financial resources. Any player considering participation should discuss the matter with parents and others. The success of the program, each team, and each individual player relies heavily on athletes and parents participating fully.

### Our Coaches

PLA Volleyball Club seeks and employs quality and experienced coaches to instruct and lead our club teams. Coaches will communicate with players and parents in a constructive, positive, and professional manner. Each coach will strive to be firm, fair, consistent, encouraging mentors who will train each athlete accordingly in all aspects of volleyball and use the defined disciplinary measures as listed in this handbook whenever necessary. Our goal is to instruct and assist each team member to perform up to their individual ability and potential.



## Policies

### Attendance

All practices and tournaments are mandatory. Any absence from practice or events warrants a call from the parent to the coach. Athletes should give proper advanced notice when an absence is unavoidable.

It is imperative that all athletes participate in practices in order for their unit to properly prepare for tournaments. Although some absences may be excused due to illnesses or other activities, excessive excused practice absences may result in a loss of playing time or lead to possible removal from the team. If you are a multi-sport athlete, please see the club director in advance to discuss possible practice conflicts.

### Grievances

Under no circumstances should a coach or director be approached about a grievance at an event or during practice. If there is a problem, please contact the team coach to schedule a meeting with the coach. Athletes and/or parents should first speak with their coaches regarding any problems or concerns. If after speaking with the coach, the problem is unresolved, then contact a club director to schedule a conference meeting to resolve the issue.

### Attitude

Parent and/or player attitude may affect eligibility for the club. We are always open to communication from both players and parents so if you would like to set up a meeting with a Director please contact us.

### Membership Eligibility

A player may not be eligible to play if the staff determines that participation could be disruptive or detrimental to the organization. The eligibility, selection, and team placement are at the discretion of club officials and not subject to appeal.

### Playing Time

Most parents want or expect their child to play all the time during tournament play. This is the number one issue of clubs throughout the United States. At ProLink Atlanta, we guarantee that every athlete will receive equal practice time. It is our belief that playing time at tournaments is earned at practice through attitude, hustle, performance and many other factors. We will base playing time on these factors and what is best for the team. FAIR DOES NOT MEAN EQUAL. Some players will play more than others in any given match, day, or tournament. Also, what happens in the first tournament of the season is not necessarily what will happen at the end of the season. Everyone will be given the opportunity to contribute. Coaches have an open door policy for players who wish to discuss their playing time, personal roles and development within the team.



### **Multi-sport Athletes**

PLA Volleyball Club recognizes that many athletes play multiple sports, our belief that players need to be at all practices and tournaments. This is necessary to facilitate player personal development and the teams' success. ProLink Atlanta has worked with multi-sport athletes in the past, however we realize that this is not the optimal situation and will need to be discussed with PLA prior to the season starting.

### **Health**

Players and Parents are to keep us aware of their physical well being as it applies to their participation in practice and tournaments. Athletes should inform PLA if any long-term physical inability i.e. pregnancy, major injury or illness as soon as possible so that we all can prepare for the remainder of the season.

### **Insurance Coverage**

It is the responsibility of parents to ensure that their PLA Volleyball Club athlete is covered by medical insurance. Volleyball is like any other sport - the risk of accidental injuries is inherent in the nature of these activities. These risks include, but are not limited to, the potential for injury, accidents or illness while traveling to and from competition sites, while participating in the various program activities, and while playing volleyball. We attempt to minimize the existing risks through use of proper sports equipment, proper facilities, and sound safety practices. Participants should realize that these risks couldn't be eliminated. We encourage players to obtain a complete medical examination before participation in the PLA Volleyball Club program.

**Please note:** Your registration includes USAV supplemental insurance coverage.



## Rules & Responsibilities

Athletes must adhere to all PLA Volleyball Club, Southern Region and USA Volleyball rules, regulations and policies. This includes all rules—written or verbally stated. In order to adhere to the rules, athletes and parents must become familiar with them. Proper conduct is a must. If negative behavior becomes a problem and continues, athletes may be released from PLA Volleyball Club **without a refund.**

### Disciplinary Steps

**Step 1:** Verbal warning – given by coach to player

**Step 2:** Set up a meeting between coach(s), club director(s), and parents.

**Step 3:** If problem persist after having completed Step 2 – removal from the team.

### Player Rules and Responsibilities

1. Athletes must report any and all injuries to their coaches. This is imperative to the safety of the players.
2. Athletes must have the willingness to be coached, make technical changes, learn new skills, and display a positive attitude toward practices, teammates and coaches.
3. Athletes must have and wear proper gym apparel to practices and tournaments, meaning athletes will be responsible for their own kneepads, shoes, and other necessary items.
4. No jewelry of any kind is allowed during practices or tournaments.
5. No member is allowed to eat food or chew gum at practice.
6. Athletes must show PLA and personal pride, and must be courteous to officials, opponents and coaches at all times.
7. Members must keep the practice facilities clean and orderly. PLA is a guest in practice and tournament facilities. All members must assist each other in any necessary clean up.
8. Gym bags and other personal belongings should be neatly placed in the location designated by the coach.
9. Athletes are responsible for their possessions. PLA Volleyball Club is not responsible for lost or stolen items at practices, tournaments, or club events.
10. During practices and tournaments, athletes are responsible to know and follow the rules and instructions described in the Procedures section.



## Parent Rules and Responsibilities

PLA Volleyball Club can teach athletes many positive traits, such as a spirit of cooperation, self-discipline, and respect for commitment to excellence. In order for these positive traits to take hold, the adults around them must also set proper examples. Parents are welcome and encouraged to attend team practices and become familiar with our program and training procedures. However, if any problems should occur, we reserve the right to ask that there are no spectators in the gym in an effort to have the athletes' full attention and avoid any possible distractions.

1. Parents who are delinquent in payment of membership dues will not be allowed to have their athletes practice or compete in tournaments.
2. Athletes will be charged for replacement of lost or damaged equipment.
3. Athletes must commit to their PLA Volleyball Club team schedule both physically and financially.
4. Parents should refrain from criticizing a teammate of their child, other parents, or opposing players, coaches, etc.
5. Parents should refrain from giving instruction or coaching advice to players from sidelines or during any practice or tournament.
6. Remain seated and respectful at all contests.
7. Let the coaches handle situations that arise from a poor call or disagreement.
8. Parents should support and encourage good work ethics, cooperation, dedication and hard work in their child.
9. Parents should not make excuses for athletes. Please support the coach's decisions.
10. Parents should contact the coach or the club director if there is a concern or grievance. Coaches and the director should not be approached during a practice or tournament. See "Grievances" under "Policies" for the proper and best way to voice any concerns to the coaches, staff and directors.

## Legal Responsibilities

All athletes are expected to obey the law. PLA Volleyball Club will not tolerate any member's misconduct or illegal activity. Use, sale, or other involvement with illegal drugs, tobacco, alcohol, fire arms, or weapons will not be tolerated. Emotional abuse and physical abusive contact will not be tolerated. Illegal activity such as, but not limited to, theft, assault, battery, property destruction, trespass, and sexually illicit behavior, will also not be tolerated. At a club director's discretion, and in light of the severity of the offense, any member of the PLA Volleyball Club who is deemed to be guilty of any misconduct will face one or more of the following: practice suspension, tournament suspension, community service, and/or club dismissal.

## Financial Responsibilities: Club Membership Dues

Once chosen to participate on a team, members can pay their club membership dues in one single payment or they can participate in the payment plan. The initial payment is due upon team acceptance and the final payment is due on or before the dates indicated in the Financial Agreement. Personal checks, money orders, cashier's checks, cash, bank draft and credit card draft payments are accepted. A small processing fee will be added to each credit card payment. Please make all payments payable to PLA Volleyball Club.



## Procedures

### Practices

#### Responsibilities

Members should refer to the PLA Volleyball Club website for information regarding practice times, dates, locations, and updates.

Athletes must arrive and allow 15 minutes before practice; early enough to put on gear, set up nets, and perform any other pre-practice duties before scheduled practice time.

Parents and athletes are responsible for transportation to and from all practice facilities.

#### Schedule Changes

Practices are tentatively scheduled to take place at local gym facilities. Due to previously or unexpected scheduled school events, there may be times when our practice sessions may be cancelled, rescheduled or moved to another available location. All practice schedules will be posted on the PLA Volleyball Club website at [www.plavolleyball.com](http://www.plavolleyball.com). Any necessary cancellations and updates will also be posted on the website. Coaches and/or director will attempt to contact each club member in the event that a change is necessary. However, please check the web site for the most up-to-date information on a daily basis.

## Tournament Policies and Procedures

### Preparation

All members are required to check the club website and their personal e-mail for last minute changes or other information. In the event that a member does not have access to the Internet, she should contact a fellow team member who does have access.

### Participation

All members must make plans to attend all tournaments in their entirety. Any members who will be unable to participate in an upcoming tournament must directly notify their coach or a club director no later than one week after the tournament schedule is released and confirmed. No player may leave a tournament until her coach dismisses her. Unless there is an emergency, all special circumstances must be discussed and approved by the coach 14 days prior to the tournament, not at the tournament.

### Schedule

Athletes must arrive early on all tournament days. Your coach will inform you as to what time you will be expected to arrive at the facility. Even if you are not scheduled to play in the first match, you team may be required to officiate. In the event of questionable weather conditions, always assume that you will play, unless the coach notifies you of cancellation.

### Travel

Athletes and parents will be responsible for transportation to and from all tournaments. Please allow enough travel time to arrive at the time and place that the coach directs. No member may travel in her coach's personal vehicle.



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In the event of out of state tournaments, members under 19 years of age must travel with their parents or another member's parent who will accept responsibility for them. No member is allowed to travel in a car with only teenagers to out-of-state tournaments. Members are required to exercise their best behavior and follow all rules associated with travel to and from hotels, and in host tournament facilities. PLA Volleyball Club will not be financially or otherwise responsible for any members' misconduct in violation of the rules associated with travel to and from hotels, and in host tournament facilities.

### **Behavior**

Parents are responsible for the behavior of their minor children. Members are reminded that they represent PLA Volleyball Club at all events. All members are expected to exhibit exemplary behavior and courtesies regarding travel and lodging.

All members, guests and family members of club members are expected to obey all rules, regulations, and laws of the hosting facility. Remember that by attending, you, and your family and friends represent PLA Volleyball Club and all of its membership.

### **Attire**

All members must bring both uniform shirts and team gym bags to all tournaments. It is the responsibility of each athlete to have uniforms at tournaments and to keep them clean and presentable at all times. Athletes must wear their uniforms the entire time they are within the tournament facility.

### **Food**

Most sites provide a concession stand. Many of our athletes/teams bring their own lunch, drinks, and snacks with them. However, parents or others may leave to purchase a meal for athletes and bring it back to the facility to be eaten there and ensure that athletes are present when they are required to play or officiate.

Members may bring or purchase food and snacks that are high in carbohydrates and protein. Please avoid food and snacks that are high in fat. All members, their families, and friends must follow the host facility's rules regarding where you may eat.

### **Fines/Damages**

If there is a fine for clean-up, damage to property, or lost materials (i.e volleyballs), the members are collectively responsible for the fine. PLA Volleyball Club will assume no responsibility for the misconduct of its members.

### **Officiating Requirements**

The coaches and captains will organize scoring and referee duties at tournaments. All members will share in referee duties as directed by the coaches and captains. Members participating in these duties must be alert, careful, and courteous at all times. All members are required to know how to keep written scores, flip scores, etc. All members will be certified to officiate matches during the season, and therefore will be designated by the coach to officiate at tournaments.



## **Athletes: Rules and Responsibilities During Tournaments**

1. Each player must keep their coach informed of their whereabouts at tournaments.
2. Players should stay with the team between matches, instead of sitting with their parents.
3. Athletes may not leave tournament facilities until their coach has excused them.
4. Athletes must obtain permission from their coach to temporarily leave a tournament facility once they have arrived (i.e. for lunch).
5. Athletes must follow all of the coach's instructions.
6. Members are required to arrive at the time directed by the coach or at least one (1) hour before the start of the tournament.
7. All members are expected to participate in warm-ups as directed by the coach.
8. Athletes must have their complete uniforms already on upon arrival to the facility. They must be dressed in their complete uniforms when they enter through the doors, before tournament play, during and after the tournament until they exit the outer doors of the facility. No exceptions.
9. Members must wear only PLA uniform apparel at tournaments when playing or sitting on the bench.
10. Gym bags and other personal belongings should be neatly placed in the location designated by the coach.
11. Athletes should remain together as a team during tournaments. Team chemistry and unity is extremely important.
12. Members may bring water, not soda, for proper hydration.
13. All members must be courteous to all teams, players, coaches, referees and fans. Win graciously; lose graciously.
14. No member is allowed to eat candy, chew gum, or wear jewelry during tournament play.
15. Members must remain to officiate the last round of tournament play if the team is assigned this duty. It is the members' responsibility to check with the coach for any officiating duties.

## **Parents and Guests: Rules and Responsibilities**

1. Parents are expected to maintain a positive attitude at tournaments. Parents are reminded that they also represent PLA Volleyball Club.
2. Parents are forbidden to interfere with or attend team discussions between the members and the coaches. Parents must wait to talk with their daughter until after the coach has dismissed her or the entire team.
3. Members are required to notify the coach of their whereabouts at all times, even if they are in the care of their parents.
4. Parents may not approach their daughter's coach anytime before, during, or after a tournament regarding personal or play related issues. If there is a situation parents wish to discuss with the coach, they must contact the coach the day after the conclusion of the tournament. At that time, the coach may schedule a mutually convenient time to meet with parents.
5. PLA Volleyball Club will not be responsible for any misconduct or illegal activity of parents who attend tournaments or practices.