



2011-2012

# Jersey Shore Volleyball Club



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## 1.0 OVERVIEW

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### 1.1 CLUB PHILOSOPHY

The Jersey Shore Volleyball Club 501(c)3 (JSVBC) is a non-profit organization serving for over 13 years southern New Jersey Area. Providing sports development and promoting the game of volleyball for middle school, and high school students. While we are not primarily an academic club, social club or religious club, we recognize all these as important to the development of the student-athlete as a whole. Not all who join the club will have equal athletic abilities or technical talents, but a serious endeavor will be made to find a role for each of those who are in the club and to help build their self-esteem.

Our emphasis is on striving to win through goal setting, training, preparation, anticipation and the actual competition. Our decisions will be based on what is best for the team and the athletes as a group.

To the best of the coach's ability, each player will receive equal instruction time. However, tournament-playing time will be at the sole discretion of the coaching staff.

### 1.2 STATEMENT ON SPORTSMANSHIP

The quality of fair play is very important and needs to be given the highest priority in an athletic program. JSVBC athletes, coaches and parents are expected to display the qualities of good sportsmanship at all times.

Enthusiastically encourage your own team through your good sportsmanship.

Recognize outstanding performances, play and effort on the part of the players from both sides.

Be a "Fan" not a "Fanatic."

Praise the play, not the player.

Encourage surrounding people to display only sportsmanlike conduct before, during and after play.

### 1.3 CLUB GOALS

- Teach the skills of volleyball through quality coaching, instruction and training.
- Help athletes to enjoy volleyball through cooperation and fun times.
- Build self-esteem, confidence and self-control by emphasizing individual development in playing, travel and practice situations.
- Understand winning as a byproduct of focusing on doing one's best and being well organized.
- Teach teamwork by cooperative practice design that stresses common objectives, including three contacts.
- Develop positive attitudes about sportsmanship with respect for officials, teammates, opponents and the players themselves.

- Improve players' imagination and anticipation skills through repetition of possible situations occurring at each level of play.
- Improve communication skills with language appropriate for pre-match, match and post match times.
- Develop team and club commitment through group participation.
- Develop self-reliance, personal responsibility, maturity and team unity. (This applies both on and off the court.)
- Develop friendships, including parents and players as well as teammates.
- Recognize that all athletes are not created equal. Develop a role for each player.
- Make club ball an enjoyable and worthwhile experience for all involved, recognizing that a team is usually made up of different personalities that cooperate for the good of the whole.
- Learn a lifetime recreational sport.

## 2.0 ABOUT THE PROGRAM

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### 2.1 PURPOSE

The main purpose of the club is to educate and develop young athletes in the sport of volleyball by providing the finest instruction, training and competition.

### 2.2 PLAYER SELECTION

There is a huge difference between high school volleyball and club volleyball. The higher standard of club play requires that team selections be made based upon the team's needs and also based upon each girl's individual abilities as an athlete.

The total number of teams within the Club is based on the number of athletes who try out, the number of available coaches, and the availability of facilities in the area for practices. Our goal is to have teams formed in the following age groups: 14, 15, 16, 17 and 18. If there are not enough athletes to form one team with a particular age group, then:

Athletes from differing age groups will be combined to form a competitive team for the age groups in question. The ages of the athletes will be two or less years from the age group in question. The younger age group team will not be formed and eligible athletes falling with that age group will compete in the next higher age group.

If there are enough athletes to form two or more teams within an age group, teams will be formed based on the skill level of the athletes to make the most competitive teams possible. Our top tier teams generally have the intentions to compete for a bid for nationals—this requires more travel and is more expensive.

Teams will consist of a minimum of 9 and no more than 12 athletes. Under special circumstance as determined by the coaching staff and Executive Committee, a team may carry up to 12 athletes. If, at any point in the season, a team's official roster is reduced to eight or fewer athletes due to injury or attrition, the coaching staff and Executive Directors, with input from the remaining athletes and their parents, have the option to disband that team.

Athletes will be evaluated on general athletic ability, existing and potential skill level, knowledge, effort, competitiveness, attitude, sportsmanship and interaction with coaches and other athletes. The club executive committee will also take into consideration prior comportment to the policies of the Jersey Shore Volleyball Club (i.e. payment of fees, disruptive behavior, parental involvement etc.).

Fair and careful consideration will be made before allowing the return of any former JSVBC player who was cut during any previous JSVBC tryout or dis-enrolled from the Club due to any past issue relating to bad sportsmanship, attitude, conduct & behavior in which that player had displayed while previously enrolled with JSVBC.

At the end of the tryout periods, each athlete will be notified whether or not she was selected for a team. Those who are selected for a team will be given the names and contact information of their coaches, and an invitation to a mandatory JSVBC Orientation meeting prior to the first practice.

JSVBC discourages the moving of athletes to an older age group unless:

*An athlete shows superior skills, and playing within the age group will hamper the athlete's development.*

*In that case, she may benefit from playing with an older age group. There are not enough players to form a competitive team within that age group.*

In that case, athletes from younger age groups will be placed on that team. This will only be done to make a competitive team within that division. *The Executive Directors with input from coaches will decide whether to advance that athlete.* The decision will be based on the likely benefit to all athletes who would be affected by such a move. If an athlete is advanced during one season, she will not necessarily be advanced the following season. Evaluations for such a move will be done during the tryout period each season. The Executive Director reserves the right to make the final decision on any such move..

## 2.3 SEASON

Our USAV Junior season usually runs from October to March for boys and from November through May for Girls. Teams participating at the nationals may go through June.

## 2.4 PRACTICES

Teams practice 2 times a week for approximately 2 hours and occasionally on weekend days. Practices take place primarily at Georgian Court University, in Lakewood, New Jersey. Georgian Court is available two nights a week from 6pm – 10pm.

## 2.5 TOURNAMENTS

All teams play in tournaments. We participate in tournaments run by our local USAV region (GEVA) and by local, regional and national groups. As well as AAU tournaments in the mid-Atlantic Chapter. All teams are eligible to enter the East Coast Championship tournament.

## 2.6 INSURANCE

The JSVBC and its members, as members of the USAV and NJVBA, are covered by the USAV and NJVBA blanket liability policy, which is supplemental to each family's own medical coverage. Each player must submit proof of current medical coverage.

## 2.7 INJURY OR ILLNESS

If an athlete sustains an injury or becomes ill during a practice or game, she must tell her coach immediately.

*A coach **will not allow** an athlete to practice or compete if there is:*

- a verbal statement from an athlete expressing an injury
- a physical action shows that they are unable to play
- a signed note from a parent or doctor

*Parents will be notified immediately upon any emergency.*

*If an athlete sustains an injury or illness that is so severe that she is unable to participate in practices or tournaments for a period of time, written notification of recovery from a parent or qualified healthcare provider is required before that player may resume participation.*

Players that are unable to compete for more than 3 months time based on a severe injury may be eligible to have the balance of their dues waived by the Club. Such players must submit medical documentation from a qualified and treating health care provider. No refunds will be granted for pre-paid tournament fees. The decision to waive the remaining fees is as the sole discretion of the Executive Committee and is not guaranteed.

## 2.8 DUES & FEES

Dues cover facilities charges, equipment, USAV / GEVA / AAU / NJVBA dues, club expenses, coaches, tournament fees and administrative fees.

Additional fees will be necessary when teams travel by plane or bus to tournaments or when the team chooses to stay at a hotel for a weekend tournament that was not on the original schedule. Teams are also allowed to add additional tournaments beyond those defined by the club at the beginning of the season - however, these events must be approved, funded and managed by the team parents. JSVBC will only register the team. JSVBC will also provide general guidelines on administrative practices, to ensure appropriate administration and individual players' eligibility for college programs.

Once a player and her parent(s) or guardian commits to a position on a team, the family is responsible for full payment of dues. Following each family's commitment, the club goes ahead and books tournaments and travel, pays rent, engages coaches, and in general budgets to spend the dues that are committed to the club.

A Financial Agreement will be signed by the parent(s) of each player. See Payments options below for dues structure and dates. Late fees of \$25.00 may also be assessed by the club for payments more than 3 days late. Payments that are more than 10 days late may result in the player not being able to practice or participate in tournaments, until payment is made. Upon occasion, when a player who is returning was late in making payments from the previous year, the entire dues fee for the current year will be due by December 31. Uniforms will not be distributed to players until last payment due is received. In the event of a faulty check a \$35.00 bank fee will be charge. These are executive board decisions.

## 2.9 PAYMENT OPTIONS

Boys Volleyball Cost/Payment Options			
Payment Type	Method	Payment Method	Cost
Single Payment	November, 11 <sup>th</sup>	Cash or Check	\$800**
		Credit Card via Paypal*	\$824
Installment Payments	November, 11 <sup>th</sup>	Cash or Check	\$400
		Credit Card via Paypal*	\$412
	December, 9 <sup>th</sup>	Cash or Check	\$400
		Credit Card via Paypal*	\$412

Girls Volleyball Cost - Payment Options			
	Payment Type	Date	Cost
<b>Option 1</b>	Single Payment	November 21st	\$1,600.00
<b>Option 2</b>	4 Equal Payments	November 21st	\$400.00
		December 23rd	\$400.00
		January 20th	\$400.00
		February 24th	\$400.00
<b>Option 3</b>	Extended Payment Plan	November 21st	\$600.00
		December 23rd	\$250.00
		January 20th	\$250.00
		February 24th	\$250.00
		March 23rd	\$250.00
		April 20th	\$250.00
<b>*Option 4</b>	Fundraising Combination	November 21st	\$800.00

\* Commit to get sponsored a combination with selling chocolates, sale raffle tickets to pay for rest of the fees.

\* JSVBC is trying to make the cost as available as possible. Paypal will charge the club approximately 3% to use this service so we have to pass that cost onto the members using this service.

\*\* Those that have both girls and boys playing in the club will see that the girl's cost is slightly higher than the cost for boys. This is due to the longer season, 6 months vs 5 months, and an increased number of tournaments.

## 2.10 UNIFORMS

A complete uniform will be provided to all players by JSVBC. A complete uniform comply with 1 Jerseys, 1 pair of shorts. Players are fully responsible for the uniforms until the end of the season. Uniforms are to be returned to the club in good standing condition. If any part of the uniform is damage/stained the player will be responsible for the cost of the uniform. Player can also buy the uniform from the club at the beginning of the season and keep it after the season is over.

## 2.11 REFUND POLICY

Satisfying our athletes by meeting all expectations is a business philosophy that we respect, practice, and emphasize in our program.

- To request a refund, you will need to submit a written request stating the reason for your request and within the first 10 days after the signing of our contract.
- This can be done by contacting our service department at [finance@jerseyshorevolleyballclub.com](mailto:finance@jerseyshorevolleyballclub.com) or in person at our office.
- NO refunds of any type will be accepted without a written request.

JSVBC reserves the right to refund based on medical conditions and special circumstances, ONLY after a careful evaluation of each case has been done. IF approved, refund will be effective 30 days after we have received the written request by the member

## 2.12 FUND RAISING

Fund raising is sometimes a necessary part of this club's program and is to be considered an integral part of each player's participation, just like practice or training. Parents shall also participate in fund raising as need determines for a particular season. Fundraising will first cover gaps in the club's operating budget. It will second be applied for particular team needs, such as underwriting participation in the USAV national tournament. The JSVBC Executive Board will oversee all fundraising. JSVBC have established an Amazon Store and a Spreadshirt T-shirt Store on its website. All proceeds from both stores will be used for club scholarships and for Nationals Tournaments.

## 2.13 EXECUTIVE BOARD

The Executive Committee shall consist of the President, Club Director and Athletic Director. This body is responsible for all non-training policies and programs of the club and overall all operations of the club off the court.

## 2.14 OPERATING COMMITTEE

Specialized activities of the club may be managed by operating committees, such as travel, uniforms and clothing, fundraising, and educational programs. Chairs of these committees are appointing by the club president and report to the Executive Board. Secretary and Treasurer are part of this committee.

## 2.15 COACH'S RESPONSABILITIES

Coaches will plan and lead all practices and game activities with a sense of purpose, working towards clearly established goals that are Specific, Measurable, Achievable, Realistic, Tangible (SMART) goals. Emphasis in practice and competition will be placed on skill development and overall team improvement. **JSVBC coaches are expected to:**

- Display sportsmanship and respect towards teammates, competitors, parents, coaches, and officials at all times.
- Always put the welfare of the athletes and ahead of any personal gain.
- Be punctual for all scheduled events.
- Learn about the athletes and their individual needs.
- Know the rules of the game.
- Make informed playtime and strategy decisions.
- Prepare informative and challenging practices.
- Emphasize performance and process over outcome.
- Be positive and consistent with feedback.
- Communicate with athletes and parents by making sure they are familiar with expectations, procedures, and team rules.
- Be open to talking with athletes and parents. Be fair, impartial, and ready to listen and respond.
- Protect the safety of athletes. Direct any injury or illness to the appropriate medical authority.
- Provide a role for each player selected for a team.
- Be respectful of the facilities used by the Club and maintain Club property responsibly.
- Contribute to and support the decisions of policy, actions, and rules of USA Volleyball, the USAV GEVA Region, and JSVBC.

- Be a good role model on and off the court.

## 2.16 PARENT SUPPORT

The JSVBC organization has a long-term outstanding reputation of producing high quality successful players. This reputation has been built on the many outstanding successful young athletes of high character, motivation and dedication who have participated in the club's programs over the years as well as the dedication and hard work of the organization's officials. The influence, encouragement and volunteer work from parents is also a very important factor leading to success of the organization. Today's players, coaches and team officials (even spectator parents) share in the responsibility to carry this reputation forward. In the environment you are about to enter, image does count.

Although the coaches train the teams, the club is a parent run organization. Parental involvement off the court is expected at all levels (except coaching). The parents from each team will be responsible for the administration of their children's team. Parents must be actively involved in the club. It requires more of a commitment than just driving your child back and forth to practice. By enrolling your child as a member of JSVBC all parent/guardians agrees:

1. To support the player's commitment to the Club and their team.
2. To support the coaching staff and its decisions regarding each player's team role and playing time.
3. To attend any meetings called with the coach and team representative.
4. That dues shall be paid as scheduled or the player may be prohibited from participating in practice sessions and tournaments.
5. That all parents/guardians are expected to drive and to take their turn chaperoning at tournaments as scheduled with the club/team transportation representative.
6. That all parents/guardians are expected to volunteer their services and/or resources to help the club in some capacity.
7. To participate as a volunteer in fund raising events.
8. To refrain from "coaching" players at tournaments or practice.
9. That open communication shall be fostered. Any problems shall be discussed between player and coach. If further discussion is deemed necessary, a meeting will be held between the team rep and parent, at a time separate from practice or tournament play.
10. Parents will agree to follow the established grievance procedures.
11. That parents/guardians shall support the team by not separating their children or any other team members from the team at club or team events (such as tournaments).

## 2.17 GRIEVANCE PROCEDURE

Because a team and its components are made up of individuals with varying personalities, there may not always be agreement on what is best for the whole. Disagreements, if they cannot be resolved between individuals should be handled administratively as follows:

1. None of us should EVER have major disagreements in front of the players. These lines of communications, while not meant to be secretive, are not for public display.

2. A player or parent who believes there is a problem should bring it up with the Team Board Representative. Parents are NOT to approach coaches regarding any grievance.
3. The team representative will discuss the matter with the coach unless the matter is of a nature that requires the rep to go immediately to the club director (e.g., tournament coaching decisions versus something more serious).
4. If not resolved, the team representative will speak with the Club Director, who will determine a course of action to resolve the issue. If necessary, the Club Director will bring the Athletic Director into the discussion. If the issue is still not resolved satisfactorily, they may take it before the Review Board. The decision of the Review Board is final. The Review Board will not consider playing time issues.
5. Any coach who believes there is a problem should bring it up with the Athletic Director or Club Director, or both and will then work with the parent to resolve the matter.
6. Due Process: The Review Board shall be comprised of three Board Members. The request for hearing must be made in writing to the Club Director or Director of Operation within 7 days of receiving a decision by the Club Director.

THE CLUB DIRECTOR AND ATHLETIC DIRECTOR(S) WILL KEEP OPEN LINES OF COMMUNICATION ON ALL SUCH MATTERS AT ALL TIMES.

## 2.18 VOLUNTEER TEAM REPRESENTATIVE

Each team must have a parent team representative who will be responsible for the functions listed below. The parent team rep may enlist other team parents to assist in completing these duties.

### TEAM REPRESENTATION

1. Attend team representative meetings (called by the Board Secretary), receive information on club operations to be shared with the team parents, and report on the team's progress and related matters.
2. Set and run team meetings periodically and communicate board actions and information.
3. Act as liaison between parents and coach.
4. Act as liaison between parents and board, technical director or president regarding other club concerns.
5. Facilitate fund raising as appropriate in coordination with the Board.
6. Make sure that all parents give their fair share in terms of support the team (e.g., at tournaments).
7. Support club director and coaches' activities so that all administrative activities are taken care of.

### UNIFORM COORDINATION

Work along with Club Uniform Coordinator to distribute uniforms to players.

### COMMUNICATIONS

1. Assure that information reaches ALL team members.
2. Work with the Board Secretary to provide an on-going two-way channel of communications.
3. Be a sounding board to the Board regarding the "pulse" of the team as well as any matters of importance or issues that arise.

## FUNDRAISING

1. Coordinate with board members in charge of fund raising.
2. Distribute forms, items for sale and then collect all money from these fund raising events for the entire team and then turn it over to the fund raising board member and treasurer.
3. Oversee any team fundraising.
4. Collect ideas for fundraisers. Examples: paper sales, raffles, Serv-a-thon, fashion show, car washes, etc.

## PUBLICITY

1. Coordinate with club publicity chairperson.
2. Report team news, tournament results and team photos to the JSVBC Webmaster to be posted on the team page of the JSVBC website.

# 3.0 TOURNAMENTS

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## 3.1 GENERAL RESPONSIBILITIES AT TOURNAMENTS

THE COACHES HAVE PRIMARY RESPONSIBILITY FOR PLAYERS WHEN ON THE COURT. THE CHAPERONES HAVE PRIMARY RESPONSIBILITY FOR PLAYERS WHEN OFF THE COURT.

## 3.2 PLAYER RESPONSIBILITIES

1. Players are expected to comply with procedures and obligations as set forth herein, as well as with the guidelines established by the coaching staff and individual chaperones. A player's failure to comply will result in disciplinary actions that include, but are not limited to the following:
2. The offending player may be benched for up to the remainder of the tournament.
3. The offending player may be sent home at the parent's expense and will not be put on the roster or allowed to participate in the next scheduled event.
4. Second violations may result in the player being asked to leave the club.
5. The Board has given its endorsement to these policies.

UNDER AGE PLAYERS ARE NOT PERMITTED TO DRIVE THEMSELVES OR ANY OTHER PLAYER TO ANY TOURNAMENT, EVEN IF IT IS A SITE LOCAL TO THEIR HOME. THIS IS A USA VOLLEYBALL REGULATION!

## 3.3 ALL TOURNAMENTS

1. While at tournaments you must remain with your team. If you need to leave your team for any reason, you must inform your chaperone and always travel with another player.
2. The "camping out area" must be cleaned up before leaving.

3. You may not leave a tournament until all of the team is released – if any members of your team are working a match, (after you have completed play) you must stay until they are done and the coach dismisses you. Failure to comply may result in disciplinary action at the discretion of the Board.

THE COACH IS ALWAYS IN CHARGE. IF YOU ARE OFF THE COURT AND THE COACH IS NOT AROUND, THE CHAPERONES ARE IN CHARGE.

Note that no college visits during a tournament period are allowed. Athletes should visit the college before or after the tournament, when it's allowed by NCAA regulations (see NCAA rules regarding site visits) and the player has the necessary time for tours and interviews.

### 3.4 AWAY TOURNAMENTS

*WE TRAVEL TO TOURNAMENTS TO COMPETE*; everything else is secondary.

1. Under Age athletes MAY NOT drive to any event outside practice facilities.
2. Athletes will leave cell phones at home. In the event of any emergency, parents can be provided with a list of adult cell phone numbers at the event.
3. Athletes will be courteous to and respectfully obey all staff members. This includes chaperones and/or other adults traveling with the team.
4. At the hotel, keep noise down in rooms, hallways, lobbies and other public places. Remember you are a representative of JSVBC.
5. Athletes may not leave the hotel area at any time without permission from their coach or chaperone.
6. Athletes must report any illness or injury to the coach and chaperone immediately.
7. An athlete who damages any property at lodging or playing facility will be personally responsible for damages.
8. No member of the opposite gender is permitted in team rooms.
9. Athletes are not permitted in rooms with members of the opposite gender or significant others.
10. Athletes must remain quiet at all times in lobby, dining area, hallways and rooms so other guests are not disturbed.
11. Athletes after arriving to the hotel are not allowed out of their rooms after 10:00 p.m.
12. Lights must be off by 11:00 p.m. This includes television, computers or any other device that might keep you or your roommates awake.
13. Only one athlete at a time is permitted in the hotel's business center
14. Smoking is NOT allowed. The club goes through considerable effort to obtain smoke free rooms. Disciplinary action will be taken if players are smoking or evidence of smoking presents itself to the coaches or chaperones.
15. The hotel will be asked to turn off all pay-per-view movies, and not allow long distance calls from the rooms. If the hotel, by mistake does not do this, **YOU ARE NOT ALLOWED TO PURCHASE PAY-PER-VIEW MOVIES OR USE THE PHONES FOR LONG DISTANCE CALLS.**

16. All off court activities are to be planned as a team. It is the chaperones final decision for any activities. The team must remain together.
17. All team members must appear for breakfast together.
18. All members of the team must eat their meals together.

### 3.5 PARENT RESPONSIBILITIES

1. It is the responsibility of parents to drive their own son/daughter to tournaments or to ensure that their son/daughter has a ride to and from each tournament and between sites while at the tournament. The Team Rep can help facilitate carpools, but needs parents' help to make it all work!
2. Each player's parent(s) are expected to take their turn at chaperoning at overnight tournaments.
3. It is expected that parents who are not chaperoning at a particular tournament will assist the chaperones for that tournament by volunteering to pick up food (i.e. sandwiches for lunch, etc., paid for by money collected for the tournament) and by driving between the hotel and the tournament venue. Whenever possible, collect local menus or make note of the local restaurants (name, street, phone #) for next year. This information can be given to the team rep.
4. At overnight tournaments, parents pay for their own rooms.

### 3.6 CHAPERONE RESPONSIBILITIES

1. The chaperone is a temporary JSVBC official with certain responsibilities. In general terms these responsibilities include: provide for the security of all team members, organize all activities away from the courtside outside the influence of the coach and uphold the image of the organization.
2. The chaperone is expected to share in the responsibility of having the team focused and prepared to play volleyball. Equally important is to have the players spend their time at a tourney together as a team getting to know each other and enjoying each other's company, doing common activities and having fun. This is a team (and organizational) activity and the team concept should not be forgotten which means that what is good and required for one, is the same for all.
3. Chaperones must know where players are at all times. The players should be advised to notify chaperones of their whereabouts at all times (bathroom, snack bar, watching other teams play). This will permit a player to be located quickly if the coach has a meeting or if there is a work assignment at a tournament.
4. Players should be in pairs at all times, when off the court.
5. When out of town at a hotel, a room assignment list must be kept. If a player leaves their room, for any reason (visiting another room or trip to lobby, etc.), chaperones must be advised of destination and companion. Keep noise down in rooms, hallways, lobbies and other public areas.
6. Obtain emergency supplies for players if needed.
7. In a medical emergency, one of the chaperones should accompany player to the medical facility and call player's family to advise them of emergency. **REMEMBER TO BRING THE INJURED PLAYER'S MEDICAL FORM – THE COACH WILL HAVE IT.**

8. The coach will advise chaperones of curfew, lights out time, morning wake-up time, and the play/work schedules for the team. Make sure to check with your coach before they have left you for the day. Chaperones are responsible for bed checks. Each evening the chaperone must emphasize the curfew, the time and place to meet for breakfast (everyone must attend) and the time and place to gather for the trip to the play site.
9. Chaperones and drivers will transport players to tournaments playing locations. **PLAYERS MAY NOT DRIVE THEMSELVES OR ANY OTHER PLAYER TO ANY TOURNAMENTS.** Always do a final check that each player has a ride home or back to hotel.
10. **ALL DRIVERS THAT BRING PLAYERS TO THE TOURNAMENTS (AWAY) ARE REQUIRED TO REMAIN WITH THE TEAM SO THAT TRANSPORTATION TO VARIOUS SITES DURING THE TOURNAMENTS IS EASILY COORDINATED.**
11. At away tournaments that run 2 days or more, chaperones will supervise UNIFORM laundry duty making sure that the players have clean uniforms each day. **ONLY UNIFORMS ARE TO BE WASHED. NO PERSONAL ITEMS.** Check out where the closest Laundromat is when you get to the hotel. If laundry has to be done off site, one chaperone must stay with team.
12. It is helpful for chaperones to bring a roll of quarters and detergent with them.
13. Chaperones will be responsible for arranging breakfast, lunch, and dinner and may be asked to purchase breakfast, lunch, snacks and water for the team. The players will pay for cost of all food and drinks.
14. **MONEY FOR FOOD, DRINKS AND LAUNDRY SHOULD BE COLLECTED BEFORE LEAVING FOR TOURNAMENTS THAT REQUIRE AN OVERNIGHT STAY. DETERMINE APPROXIMATE COSTS AND THEN DIVIDE BY NUMBER OF TEAM MEMBERS AND REQUIRE EACH FAMILY TO PAY THAT AMOUNT BEFORE YOU LEAVE ON THE TRIP.**
15. It will make things much easier if research is done ahead of time as to what is locally available for meals. For example, a deli menu in hand and phoning in an order for pickup or delivery 90 minutes ahead of time will easily save an hour and hassle over taking a team order then going out to find a deli. Offer to pick up the coaches' lunches as you get the team lunch.

### 3.7 MEALS & FOOD PURCHASES BEFORE TOURNAMENTS

It is suggested to have breakfast in a team room. Shop before you leave for the tournament bringing appropriate food in a cooler filled with ice. Research what is in rooms as far as kitchen facilities. Research if rooms come with breakfast of any sort.

**Suggestions:**

cold cereal  
 fruit  
 milk  
 butter (1 tub)  
 cream cheese (2 tubs)  
 juice (2-3 half gallons or 1 case juice boxes, depending on number of breakfasts)

bagels (2 ½ dz)  
 paper goods (plates, bowls, cups, napkins)  
 plastic knives, spoons, forks  
 a sharp knife (for slicing bagels)  
 2 rolls paper towels  
 plastic gallon bags  
 plastic garbage bags.

**NON-FOOD ITEMS TO BRING**

(Each coach has a medical kit for emergencies.)  
Detergent & Softener Dryer Sheets  
Roll of Quarters

Band-Aids/Antibiotic Cream  
Tylenol/Ibuprofen/Throat Lozenges  
Feminine Products

Late Saturday Dinner

Research local restaurants. It is best if the research is done ahead of time. IT IS NICE TO INVITE THE COACHES AND OTHER PARENTS TO COME TO DINNER WITH THE TEAM. (Parents dine at their own expense.)

**Water**

There should always be a water strategy. And the chaperone must always be on the lookout for the player who forgot her water. It is a rule of thumb that once an athlete feels thirsty it's already too late to avoid some degree of dehydration and its energy sapping result. Spending long hours in a gym makes it easy to forget about drinking some water periodically. As the season progresses and hot weather arrives, the situation can get especially acute quickly. Sometimes Chaperones will bring cases of water with them (part of money from players) or the players will be advised to bring some bottled water with them to the tourney but the chaperones will complement this supply starting the 2<sup>nd</sup> day or for all days if a plane or bus trip has been taken.

ALWAYS CHECK WITH COACH FOR ANY ADDITIONAL INSTRUCTIONS.

The team will stay together as a team. Parents may treat the team as a whole to an event (dinner) when on an overnight trip, but may NOT take their own children (or a few players) away from the team, unless there is an emergency. Small groups and individuals are not to split off and do their own thing. Players are not permitted to leave a hotel on their own. Only JSVBC related people are permitted in and around the rooms: players, coaches and parents. Players are not to be left by themselves in a hotel unsupervised while the rest of the team goes out on an activity. If a player becomes ill – she is not left alone. Players' relatives must respect that the players must spend the entire tournament together as a team and not take a player out for a meal or off site visit, etc.

Compose and distribute trip itinerary to coach, players, drivers, and parents. Obtain parents' cell phone and local hotel information for emergency contacts.

Enjoy the experience of your daughter's volleyball club life!

**3.8 TOURNAMENT PLANNING - GENERAL SUGGESTIONS**

1. When money is collected ahead of time for tournament expenses the players should not expect change nor should the chaperone be expected to keep track of expenses by player. The chaperone should just track the totals spent. Any collected money left over will be placed into a pool and applied to expenses for the next tourney. At the end of the year if any money is left in the pool it is suggested that it go towards a coach's gift. Chaperones should not be paying the tab with their own money.
2. For some tourneys, it may save money and time if the team rep or chaperone purchases a case or two of water bottles ahead of time from collected funds.

3. In the event you encounter a situation you are uncomfortable with and you feel it needs additional attention, keep in mind at each tourney that there are experienced team officials and coaches in attendance. Know how to contact them – room numbers and cell phones, etc.

### 3.9 PLAYER PACKING LIST FOR ALL TOURNAMENTS

1. All uniforms, sneakers, JSVBC warm-up, training shorts and an extra pair of knee pads.
2. Several changes of underwear and socks, sweater or extra sweat shirt, and an extra change of travel clothes.
3. Water bottle marked with player name and number.
4. It is suggested that jewelry not be worn or brought along.
5. A lightweight blanket or sleeping bag to rest on between matches (if no plane involved).

### 3.10 ADDITIONAL ITEMS FOR ONE-DAY TOURNAMENTS

Small cooler with lunch, fruit drinks, fruit, crackers, honey, cheese or other high energy snacks. Don't forget water! These items help a player's energy level.

### 3.11 SUGGESTIONS FOR OVER-NIGHT TOURNAMENT TRIPS

1. Clothes for after play is done for the day including something to sleep in.
2. Bathing suit and extra towel (places where there is a pool and all dormitory stays) depending on overnight facility.
3. Necessary toiletries including hair dryer.
4. Travel alarm clock.
5. Check on the weather where you are going so you can bring appropriate clothing.

ONLY WATER CAN BE BROUGHT TO THE MATCHES. IF WE BRING ANYTHING ELSE LIKE JUICES OR FOOD ON THE COURT, WE WILL BE DISQUALIFIED!

### 3.12 PARENTS' PACKING LIST FOR ALL TOURNAMENTS

1. Since there is frequently quite a lot of waiting time between matches at tournaments, the following are suggested.
2. Folding chairs for yourselves.
3. Reading material (newspapers, magazines, the novel you've been waiting to read, etc.)
4. Water bottles
5. Lunch and/or snacks are available at some, but not all tournament facilities. Some venues may have places to eat nearby. Food is not permitted on or near the courts.

## 4.0 JSVBC CODE OF CONDUCT

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The appropriate conduct of Jersey Shore Volleyball Club (JSVBC) players, coaches, Board Members, parents, and all persons directly or indirectly associated is essential for a safe, healthy and productive environment.

The following actions are prohibited at any tournament, travel event or practice. The policies apply to conduct, both on or off the court and will carry progressive disciplinary action up to and including removal for the club.

- Possession or use of any alcoholic substance or tobacco product or any other substance banned by JSVBC or USAV.
- Possession or use of ANY over-the counter medication or prescription drug of any kind without the knowledge of the team coach and team mom.

- Physical damage to any JSVBC property or any facility.
- Theft of personal or public property.
- Use of a recognized identification card by anyone other than the individual described on the card.
- Violation of the specific policies, regulations, and /or procedures of USAV, or facility used in conjunction with a sanctioned event. It is responsibility of all persons associated with JSVBC to be familiar with applicable specific policies, regulations and procedures.
- Illegal transport, illegal possession, or use of illegal drugs or other substances banned by JSVBC or USAV.
- Possession of fireworks, ammunition, firearms, or other weapons or any item or material which by commonly accepted practices and principles would be hazardous or harmful to other persons.
- Providing any over the counter or prescription medication, legal or illegal drug, alcohol, tobacco, or any banned substance to another individual (knowingly or unknowingly).
- Any action to be considered to be an offense under Federal, State or local law ordinances.
- Conduct, which is inappropriate as determined by comparison to normally accepted behavior.
- Verbal intimidation of or physical harm to any individual during a sanctioned tournament, travel event or practice.

#### 4.1 SEXUAL HARASSMENT PREVENTION

JSVBC is committed to providing and maintaining an athletic environment that is free from sexual harassment and/or unwanted sexual attention. To focus on preventing sexual harassment in our activities, we have adopted the Sexual Harassment Policy of the USAV. Harassment can occur between any members of the volleyball community, including coaches, players, officials, parents, and organizers. It most often occurs when one individual holds a position of real or perceived authority over the other involved individual.

Sexual Harassment may involve:

- Suggestive comments about physical appearance
- Leering or staring
- Use or display of materials with inappropriate sexual content
- Sexual teasing
- Jokes with sexual themes
- Unwanted physical contact
- Promises or rewards in return for sexual favors
- Sexual assault

**JSVBC members, coaches, parents or guardians, or any family member or significant other of any of the above may not engage in sexual harassment.** Unwelcome and unwanted sexual advances, requests for sexual favors, or verbal or physical conduct of a sexual nature such as sexual jokes, gestures, graffiti, posters, writings, or physical contact may constitute sexual harassment when:

- Submission to or rejection of such conduct is used as the basis for participation or team selection affecting an individual.
- Such conduct has the purpose or effect of unreasonably interfering with an individual's opportunity to participate in volleyball events or results in creating an intimidating, hostile, or offensive environment.

**Members encountering behavior perceived as harassment should report the allegation directly to the Club Directors.** If it is felt this approach is not likely to be productive, or if such approach has been tried and failed, the person harassed should make a report to the Puget Sound Regional Office. The initial notification of accusation(s) and any decisions(s) and/or sanctions imposed may be made orally (either in person or by phone) or by e-mail, but must be followed by written notice sent by regular first class mail. A report of sexual harassment will remain confidential to the extent that maintaining confidentiality does not impede investigation of the report of harassment, eliminating or remedying any sexual harassment found to have occurred, or preventing future harassment.

**JSVBC may restrict from sanctioned events any member, coach, parent, guardian family member or significant other alleged to have committed sexual harassment, pending an investigation of a sexual harassment report.** Any person who engages in sexual harassment, who fails to cooperate in an investigation of sexual harassment charges, or who violates or acts in a manner inconsistent with this policy, may be immediately dismissed as a member or barred from sanctioned events of JSVBC.