



Parent & Team Member Handbook

2012

Club Season

www.inlandvolleyball.org

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WELCOME TO IVC!

MISSION

“To provide student athletes opportunities to enrich athletic skills, develop character and maximize enjoyment of the game of volleyball, while providing a positive and encouraging playing environment.”

CLUB PHILISOPHY

Our experienced coaching staff is dedicated to offering athletes, of all levels, progressive training that will ensure their technical, mental, and physical development. The various sectors our club experience will provide the avenues and guidance necessary for our athletes to attain their highest level of performance. By teaching a healthy balance between team mentality, commitment and competition, we will instill qualities that promote success in every aspect of an athlete's life.

YOUR IVC STAFF

IVC is fortunate to host one of the most qualified and dedicated selection of staff members, coaches, and parents in any club in Central Florida. All coaches are IMPACT certified, some are CAP I and CAP II certified. All of our coaches have shown a great commitment to the game of volleyball. With quality instead of quantity in mind, IVC will only field as many teams as our coaching depth will allow, ensuring you have only the best, experienced staff working with your child.

YOUR IVC DIRECTOR

Allan Rubenstein, Director for Inland Volleyball Club, has been the Head Volleyball Coach for Timber Creek High School for 6 years. Allan led Timber Creek to win the 2008 Girls' 6A State Championship. The girls' team was also the State Runner-up two seasons ago, and the boys' program has reached the state finals twice. He was named Coach of the Year five different times. Allan has 17 years experience coaching club volleyball and has also coached at the collegiate level when he served as Assistant Coach for the Rollins College Tars and the University of Tulsa. His playing experience includes a collegiate men's club team, many USAV adult teams, and numerous beach tournaments. Allan coaches for IVC and serves as the College Recruiting Coordinator for IVC. He lives in Orlando, Florida with his wife Stephanie, their daughter Austin and their son Sawyer.

TRYOUTS AND TEAM SELECTIONS

During tryouts, we will be evaluating the athletes based on a variety of categories. We recognize that the level of experience varies for all athletes in the gym, thus we will consider not only skill execution, but also athletic capabilities and potential. We select athletes for teams based on the following non-prioritized criteria: athletic ability for volleyball, athletic potential, work ethic, drive, willingness to be coached, competitive attitude, and skill ability. Each year we will re-evaluate each athlete to ensure every child is given a fair chance at playing on the best team for them.

If your child is interested in playing, but cannot attend our tryouts, please contact a Director for alternative options. Further, please come to the tryouts ready to compete. If an athlete has a limiting physical or medical condition, please alert the Staff prior to the start of the tryout period.

Please bring the following paperwork with you to tryouts:

1. The notarized Medical Release Form from USAV website
2. USAV membership card
3. The Club Information Sheet / or pre-register online
4. IVC Player Waiver
5. Photocopy of player's birth certificate

All of these forms and instructions are available on our website at www.inlandvolleyball.org. We will also have blank forms available at each tryout session as well as a notary. Each member is required to pay a \$50 tryout fee. Tryout fees are NON-REFUNDABLE but are applicable to dues if a player is selected and chooses to participate with IVC. Please bring check made out to IVC or cash.

In each age division, we will field as many teams as can be supported by the talent level of the athletes, ability to secure quality coaching and gymnasium space. We are looking for athletes who are willing to commit fully to our program. We expect all of our team members to attend every practice and every tournament. We feel strongly that our players must be student-athletes, and we believe that learning to plan and balance your time is one of the great benefits of athletic training. Education certainly comes first, however, you will know your practice and tournament schedule in advance, and therefore, we expect the players to plan their study and homework time around their practice and tournament schedule.

**Player movement within an age group is at the discretion of the Director. These decisions are made to adjust for injuries, player shortages, player advancement, player commitment, etc. **

In order to participate in any of our tryouts or programs, you must first register.

**To register for tryouts or programs:
Visit our Website, Click on Club Info, then Registration
www.inlandvolleyball.org**

Keep in mind that once you commit to a USAV organization, you are committed by USA Volleyball to that organization and you cannot change clubs during the season.

IVC TEAM LEVELS AND EXPECTATIONS

The Elite Program:

This program is for the athlete who has a strong desire to play volleyball in college. The athlete must be fully committed to making volleyball a number one priority over other activities. The members of our elite teams will travel out of state to National Qualifiers where they will compete against the top teams in the country. The players on our elite teams must have the desire, athleticism, and skill level required to compete with the strongest college prospects.

The Travel Program:

This program is designed for the player who may also have an interest in playing volleyball in college. The athlete must be willing to make the sacrifices necessary for her progress and that of her team. While not quite as intense as the Elite Program, these teams are still very competitive. The members of our 15U-18U travel teams will compete in at least one National Qualifier. This athlete may be looking to play in smaller colleges whose scholarship requirements are less stringent.

The Juniors Program:

We offer these programs for the young athletes who want to learn the basic fundamentals and more of volleyball. These athletes may have interest in playing on their middle school or high school team and may have some interest in playing in college. These teams are ideal for the multi-sport athlete whose involvement in other sports makes it difficult to commit to a travel schedule.

Team Selection:

Teams are selected by a committee of coaches. The participants will be grouped into their proper age divisions. During the tryouts, the participants will be given instruction on technique and skills. In addition to evaluating their skill levels, we will also be observing how they perform in game situations. Some attributes the coaches look for are: attitude, athletic ability, desire, leadership, strength, technique/skill, and game sense. Keep in mind that players are chosen for teams according to the position they play.

PARENT EXPECTATIONS

IVC asks that you honor your influential position as a parent in our organization and to your child. Please respect both your influence on your young athlete as well as the dynamic of the team by acting accordingly. It is understood that as a parent, you are to encourage the series of communication steps as outlined below, show respect for all members of the club and ensure your child is on time to practice and games. Required reading for parents:

<http://www.floridavolleyball.org/FORMS/FL%20Region%20Parent%20Information%20Guide-Oct%202009.pdf>

COMMUNICATION PROCEDURE

The IVC communication procedure is designed for the athlete to take ownership of the process and develop lifelong skills. All questions regarding play time, position or unclear expectations need to be addressed accordingly. **Athletes should be the one to approach a coach regarding any concerns, NOT the parents.**

The coach will not be required to defend his/her thought process or conclusions on playing time or other issues. It is required however, that the coach relay information to the athlete concerning their current status on the team and what the athlete needs to do to resolve the concern.

Coaches do not discuss any athlete other than the parent's own, or the actions of any other IVC coach. If you as a parent have legitimate concerns about a coach other than your athlete's coach, or with an athlete other than your own, you need to address this with the Director.

Step 1. The athlete should approach or call the coach outside of practice or a tournament setting and ask for a meeting time to be set. This meeting will be between the coaching staff and the player only.

Step 2. If the concern remains unresolved, the parent should then approach the coach to ask for a meeting. The meeting should be between the athlete, the coaches and the parents. The player must be present.

Step 3. If the concern still remains unresolved, the parent should contact the Directors for intervention.

The parent or athlete **SHOULD NEVER:**

1. Confront a coach during a practice or during tournaments
2. Expect meetings to be set during practice or tournament participation
3. Attempt to "compare" or evaluate another athlete
4. Use profanity towards the coach
5. Discuss their concerns with any other parents or players until resolved with the coach
6. Address the coach with concerns prior to the athlete attempting first
7. Threaten a coach, director or any member of IVC

AT NO POINT WILL A COACH DISCUSS ANY CONTROVERSIAL MATTER AT TOURNAMENT OR PRACTICE. IF A COACH IS APPROACHED DURING SUCH A TIME, THEY WILL REFUSE UNTIL A MEETING CAN BE SET 24-48 HRS AFTER THE EVENT CONCLUDES. IF A PLAYER OR PARENT ACTS INAPPROPRIATELY OR AGGRESSIVELY TOWARDS ANY MEMBER OF IVC, THE CLUB RESERVES THE RIGHT TO DISMISS ANY ATHLETE FROM THE PROGRAM WITH NO REFUNDS.

COACHES CODE OF CONDUCT AND RULES

All IVC Coaches adhere to the USAV Coaches Code of Conduct and IVC Coaches Policies.

PLAYERS CODE OF CONDUCT AND RULES

IVC players are required to adhere to the guidelines outlined in this manual.

PRACTICE POLICIES

Practice times, as well as days, will vary based on gym availability. Official club practices will begin in December with opportunities for skills camps and training during the holiday season. All teams will practice 2 times a week.

1. Please arrive early (15-30 minutes based on the coach's instructions) so that you are ready to go as soon as practice is scheduled to begin.
2. All practices are open to spectators as long as they do not infringe on the coach or the practice plan/progression.
3. All practice schedule changes will be posted on the website as quickly as possible.
4. All players are expected to attend practices scheduled during their school's Spring Break.
5. All regular season team practices will conclude with the Florida Regional Championships. If a team qualifies for post-season play, practices may be adjusted.
6. IF AN ATHLETE CANNOT BE AT PRACTICE, THE ATHLETE MUST CALL/TEXT THE COACH (NOT THE IVC DIRECTOR OR OFFICE) at least one hour before the practice starts.
7. We do encourage injured athletes to attend practices in order to support their team and to gain valuable instruction from the coach.
8. We ask that all cell phones are turned off when in the gym unless for emergency use.
9. Players will assist in putting up and taking down of the nets and equipment.
10. No jewelry is to be worn in practice or competitions.
11. Players will be released by coaches once all equipment is put away and announcements are completed. Only the coaches may dismiss the players.

OFFICIALS TRAINING

Team Officials are the members of a team who will be part of the work crew during a team's assigned work matches at a tournament. Florida Region policy requires that these Team Officials be trained before they participate in a match as part of the work crew.

The work team consists of a minimum of six people. They are:

- Second referee
- Scorer
- Assistant Scorer (Liberio tracker)
- Flipper
- Lines Judges (2)

Please note that **at least one of the work team members AT THE TABLE must be a USAV registered & rostered adult.** This person may or may not be a coach, but must be a registered USAV member, must be on the team roster, and must have completed the required training for the work team responsibility they are performing (Scorer, Asst. Scorer, Flipper, or R2).

The Florida Region BOD has voted unanimously that the **adult at the score table MUST be performing one of the work duties.** Duties do **NOT** include texting, carrying on a phone conversation, or otherwise providing additional distractions at the table.

Each person who will function during the season as a second referee, scorer, assistant scorer, or line judge must be trained, and must take the quiz for each function that they will be performing during the season.

TOURNAMENTS

PARTICIPATION

Players are expected to attend all scheduled tournaments and report any conflicts to the attention of the coach at the beginning of the year. Any missed events do not constitute a partial reimbursement of the Participant's Fees.

IN STATE TOURNAMENTS

In state tournaments take place over the weekends and are within Florida. Most events are two days long and require 1 to 2 overnight stays in hotels.

OUT-OF-STATE TOURNAMENTS

All regular season travel tournaments are 3 days and MAY require missed school days depending on individual school schedules. Athletes are expected to notify their schools and teachers of missed time per individual school policy.

TOURNAMENT POLICIES

1. NO FOOD, DRINKS, GLASS CONTAINERS or CHEWING GUM IS ALLOWED IN ANY GYM AT ANY TIME. Team food and drinks can be kept in the lobby or outside the playing venue.
2. Playing time for athletes is determined by many factors and is decided by the coach accordingly.
3. Proper demeanor is expected of all members of the Club (athletes, parents, and supporters) at all times.
4. Only IVC uniform pieces will be worn during tournaments.
5. Athletes may not leave a tournament site until excused by the coach.
6. Cell phone usage by the athletes will not be permitted when a team is participating in a tournament (warm-ups, match play, officiating responsibilities, team meetings, etc.) unless permission has been given by the coaches for emergency use.

HOTEL ARRANGEMENTS

Athletes ages 15-18 are to stay in the club hotel, room with teammates and eat all scheduled team meals with teammates.

Athletes ages 12-14 are required to room with parents and eat all scheduled meals with teammates. We HIGHLY RECOMMEND these families to stay in the club hotel.

For parents of 15-18's as well as 12-14's players & families who wish to stay in the same hotels as the team, we will block additional rooms at the club hotel to try to accommodate your requests. The hotel info will be posted on the website along with the hotel contact info and date by which you must call and reserve your rooms. We do not accept requests for roommates.

TRAVEL POLICIES

1. Athletes will be courteous and respectful while representing IVC during travel.
2. Athletes may not leave the hotel area at any time without permission from their coach or chaperone.
3. Athletes must report any illness or injury to the coach and chaperone immediately.
4. An athlete who damages any property while traveling will be personally responsible for damages.
5. Athletes found in possession of alcohol, tobacco or illegal drugs will be sent home immediately at the expense of the parent or guardian without any assistance by the club. Further action by the club will follow.
6. Cell phone usage will not be permitted in the hotel after curfew without the coach's permission in the case of an emergency.
7. All athletes are required to remain at the tournament until all playing and officiating duties are completed.

PLEASE NOTE:

Coaches are responsible for the players while in the gym only. While outside of the gym area, a parent must be designated as the guardian of each player. If you are not able to travel with your child, it is your responsibility to find someone who will act in your place.

AIRLINES

Parents are responsible for booking all player flights to out-of-state events. IVC will share the coaches' travel information as soon as possible so that players may try to travel on a similar schedule. Please note the following:

1. All travel arrangements must ensure the player is at the hotel at the coach's specified time.
2. IVC will assist with transportation arrangements to and from the hotel, however the players and parents are responsible for such costs and arrangements accordingly.

POST-SEASON TOURNAMENTS

If a team qualifies or opts to go to one of these tournaments, team costs and practice schedules will be re-evaluated and incur an additional charge that will be determined at that time.

AAU Nationals – Orlando, Florida 2012

In the event that a team qualifies for Junior Olympics, they will be expected to attend the AAU Nationals. Any team may opt to attend AAU Nationals as long as there is a unanimous decision by the players and parents of the team to do so.

Junior Olympics – Columbus, Ohio 2012

Teams have to qualify to go to this event. If teams do qualify they will be required to also attend AAU Nationals. Depending on where Junior Olympics are held, an additional airline fare may have to be purchased by players.

COMMUNICATION AND WEBSITE

The IVC website is: www.inlandvolleyball.org

The website contains information about our club, practice and competition schedule, and links to different volleyball organizations, along with important news for club members. Communication will be through our website, emails, text and by phone. The website is updated weekly please check it frequently.

SOCIAL NETWORKING POLICY

IVC understands that some coaches, athletes and players participate in social networking sites (e.g. Facebook, Twitter, YouTube), and create and maintain personal websites, including blogs. Your online presence can affect IVC as your words, images, posts, and comments can reflect or be attributed to IVC.

As a Parent/Team Member, you should be mindful to use electronic media responsibly and respectfully. Because your online comments and postings can impact IVC, IVC has adopted the following guidelines.

It shall be considered a breach of acceptable Parent/Team Member conduct to post on any public or private website or other forum, including but not limited to discussion lists, newsgroups, listservs, blogs, information sharing sites, social media sites, social or business networking sites such as LinkedIn, Facebook, or MySpace, chat rooms, telephone based group communications such as Twitter, or any other electronic or print communication format, any of the following:

- (1) Anything that may harm the goodwill or reputation of IVC or any disparaging information about IVC.
- (2) Any disparaging, discriminatory or harassing information concerning any Coach, Player, Parent or other person associated with IVC.
- (3) Any confidential information, team secrets, or intellectual property of IVC obtained during your tenure as Parent/Team Member, including information relating to finances, development, marketing, operational methods, plans and policies.
- (4) Any private information relating to a Parent/Team Member of IVC.

Parents/Team Members who violate IVC's Social Networking Policy will be subject to disciplinary action, up to and including removal of the player from the team with no refunds.

REFUND POLICY

Upon making any IVC team, at a regular or supplemental tryout, there is a **non-refundable** \$400 deposit due to secure the spot. Subsequent refund of any club dues is based on the number of players per team **and given for medical reasons ONLY**. All refunds are reviewed on a case by case basis. All final decisions are determined by the Club Director.

ATTENDANCE

All players are required to attend all practices, tournaments, and team functions on time. Tardiness is unacceptable and may result in loss of playing time. Missing practice may result in sanctions such as not playing in tournaments up to dismissal from IVC. It is the player's responsibility to notify and obtain permission from their coach prior to missing practice.

EQUIPMENT

Uniforms and Practice T-shirts

All players are should wear practice T-shirts, shorts, and kneepads to practice. Players will not be allowed to practice without proper attire.

All players are required to take all uniforms and equipment to all tournaments.

Players will not be allowed to play without proper attire.

Balls, Nets and Miscellaneous Equipment

Players are responsible for all balls during tournaments and practice.

Players are responsible for the care of all volleyball equipment before during and after practice.

Please make sure the gym is cleaner at the end of practice than in the beginning.

INSURANCE

According to the notarized medical release form, each participant of IVC must have their *own full medical insurance*.

Registration with USAV includes supplemental insurance coverage

PLAYING OTHER HIGH SCHOOL SPORTS

Playing multiple sports can be a wonderful experience in high school. IVC encourages athletes to play multiple sports and will try to accommodate a multiple sport athlete currently on a high school team.

SPORTSMANSHIP POLICY

Players

Respect coaches, fellow teammates, referees, members of the opposing team.

Demonstrate commitment to their teams by practicing and playing to the best of their ability.

Exhibit a positive spirit and pride in their teams whether on the bench or on the court.

Coaches

Show respect to athletes, parents, referees and members of the opposing teams.

Set a personal example of good sportsmanship both on and off the court.

Instruct athletes to play to the best of their ability and to win or lose with dignity and grace.

Parents

Respect coaches, referees, score keepers, linesmen, and members of the opposing team.

Encourage players to give 100% at both practices and games.

Offer positive reinforcement to all players.

Support the team and coaches, and address concerns privately.

GRIEVANCE POLICY

It is the policy of IVC that coaches' decisions regarding playing time and position will be final, and in virtually every instance will not be second guessed or overruled by a Director. If a grievance does exist, following is the procedure which must be employed:

- 1) The involved player/athlete must first discuss the issue with the coach.
- 2) If unsuccessful, the player/athlete then talks to the IVC Director.
- 3) The Director will then talk to the coach.
 - a. The problems should be resolved by this point. However, if the problem is not resolved, the player/athlete and/or family may submit, in writing, the grievance to the Director. At this point the director and the player/athlete will conference with the coach.

NO ISSUES WILL BE DISCUSSED DURING TOURNAMENTS – 48 HOUR RULE (PAGE 5)

DUES & FEES

IVC Juniors (season is December-March):

*A beginner/intermediate program for girls 9-14 who may have little or no volleyball experience.
Tuition is \$975.00 per player*

IVC 14-Travel (Season is December-April):

*An intermediate program for girls 14 & under having some volleyball experience (school/leagues).
Tuition is \$2,100.00 per player*

IVC 14-Elite (Season is December-April):

*An intermediate/advanced program for girls 14 & under having volleyball experience (school/leagues/club).
Tuition is \$2,400.00 per player*

IVC 15-Travel, 16-Travel, 17-Travel & 18-Travel (Season is December-April with possible post season):

*An intermediate/advanced program for girls 15U to 18U having volleyball experience (school/club)
Tuition is \$2,650.00 per player*

IVC 15-Elite, 16-Elite, 17-Elite & 18-Elite (Season is December-April with possible post season):

*An advanced program for girls 15U to 18U having volleyball experience (school/club)
Tuition is \$2,975.00 per player*

FINANCIAL POLICIES

- Payments 10 days past due will incur a \$25 late fee.
- Returned checks will be assessed a \$50 fee.
- All fees must be paid on time to remain in good standing. If a player is not in good standing they will be suspended from play until they return to good standing.
- IVC players suspended from the club are not relieved of their financial responsibility. Legal actions will be taken if fees are not paid in full.
- Payments in the form of checks, money orders or cash are accepted.
- Credit card payments are also accepted, however service fees incurred will be added to these payments.

Fees include:

- Player Uniform Package
- Player Hotel Fees (15U-18U)
- Team Equipment
- Tournament Entry Fees
- Coaches' Salaries
- Coaches' Uniforms
- Coaches' Hotel & Travel Expenses
- Gym Rental Fees
- Administration
- General Club Expenses

PARENT AND PLAYER AGREEMENT

Player Agreement:

I, _____, have read and agree to the player guidelines regarding:
(player name)

(Please initial each section below)

_____ Player Code of Conduct & Rules

_____ Player Expectations & Commitment

_____ Communication Procedures

_____ Social Media Policy

_____ Team Practice Policies

_____ Attendance Policies

_____ Travel Policies and Rules

_____ Tournament Policy

_____ Playing Time Guidelines

_____ Grievance Policy

Parent Agreement:

I, _____, have read with my child all the IVC Handbook and the above
(parent name)
mentioned sections of the handbook. In addition to the aforementioned guidelines, I have also read and agree to the guidelines regarding:

(Please initial each section below)

_____ Social Media Policy

_____ Dues and Fees

_____ Financial Agreement

_____ Parent Code of Conduct & Sportsmanship

_____ 48 Hour Rule

Player Signature & Team

Parent Signature