



**Junior Competitive Program
Player/Parent Handbook
2018-2019**

Richmond Volleyball Club
2921 Byrdhill Rd.
Henrico, VA 23228

RVC @ Stonebridge
200 Karl Linn Dr.
N. Chesterfield, VA 23225

(804) 358-3000

www.rvc.net



Official Uniform Provider



OrthoVirginia

Official Sports Medicine Provider

molten[®]

Official Volleyball Provider

Welcome from Executive Director

Welcome! I'm thrilled you've chosen the Richmond Volleyball Club for your child's volleyball experience. If you are new to the Richmond Volleyball Club ("RVC") Junior Competitive Program, this handbook and our website will answer most of the questions you may have. If you've been with us before, welcome back! I hope that this handbook will provide any reminders you may need. We strive to provide a program or league in which all levels of athletes may participate. Whether you are looking for a league that requires a full commitment to your team and travels to compete at the highest level or a league that is geared toward 1-2 times a week where you can enjoy other extra-curricular activities as well, we hope to meet that need.

As a parent, your first step is to have a conversation with your child and understand what they want to achieve. Do they enjoy playing volleyball but also want to spend time doing other activities? Or, do they love hard work, competition, and are ready to *eat, sleep, and breathe* volleyball? What about you? Are you ready to commit nights and weekends driving your child to practices and tournaments? Or, do you have other children whose needs and desires you must consider or other commitments that demand your time? What about the financial aspect? The higher level of commitment, the greater monetary investment required, because travel to tournaments in other parts of the country can be expensive. Travel sports provide great experiences and opportunities as do playing sports recreationally – just be sure you and your child choose the level of commitment that is right for you.

Whatever you decide, review this handbook and our website to explore the possibilities and choose the program that will be the best fit for your child. Our most sincere desire is that you will encourage your child to participate in sports – we hope it's volleyball – but any sport provides enormous benefits and the opportunity to learn many life skills: time management, handling adversity, self-esteem, team work, good sportsmanship, proper health habits and more.

Once again, thank you for choosing the Richmond Volleyball Club.

Good Luck!
Darcy Carroll

RVC Administration

Under the direction of our Director of Programs, the RVC Junior Competitive Program is coordinated by our Junior Program Manager Chris Byham. Chris joined RVC in 2017 and focuses on coach and team development. Chris has coached collegiately, in high school, junior club, and with USA Volleyball High Performance. You'll see Chris involved with the coaches and teams throughout the season. The RVC Junior Competitive Program is supported on a daily basis by paid staff dedicated to our mission and under the leadership of our Executive Director, Darcy Carroll. If you need assistance, any of our office staff should be able to assist you or point in the appropriate direction for help. For additional information regarding staff, [please visit our website](#).

RVC Coaching Staff

The RVC coaching staff has been carefully selected to provide the best possible experience for our players. They represent a wide range of backgrounds. Many have coached (or are currently coaching) at

local high schools, are RVC junior alumni and/or also played in college. RVC requires all of its coaches to be IMPACT certified and actively promotes coaches' education by demanding increased accreditation for upper-level coaches. All coaches complete a successful background check and are also SafeSport certified. Additionally, basic first aid and concussion awareness training are also provided.

After teams are formed, each coach will schedule parents' meetings to discuss expectations for the year and provide contact information.

Strength and Conditioning

Content to be determined

What to Expect

All players will receive RVC membership, a volleyball (except City teams), and a uniform. Each team will have at least one coach and will generally carry 10 to 12 players on the roster. A practice schedule will be released in mid-November. Coaches will distribute team tournament schedules as well as a team budget at a team/parent meeting in December. Team dues cover uniforms, facility usage, equipment, coaches' education, coaches' pay and administrative costs. Other expenses such as tournament fees and travel expenses (airfare, hotel, coaches' expenses, etc.) are split accordingly among the players and will be billed as those fees are incurred. **Most fees will apply whether or not the player participates in a particular event.** Note: Any player not in good financial standing may not be allowed to participate in any RVC program, event, or training until that standing is rectified. This includes sibling's accounts as well. All past due accounts that are settled during registration will require a signed credit card authorization in order to participate in the upcoming season.

Our primary location at 2921 Byrdhill Rd. (referred to as "Byrdhill") is one of the largest indoor facilities in the country dedicated to volleyball. Our new Chesterfield location (referred to as "Stonebridge") is located at 200 Karl Linn Dr., N. Chesterfield, VA 23225 (in the Stonebridge shopping center at Chippenham Pkwy. and Midlothian Turnpike). Many of our junior teams will have the opportunity to practice at this brand new facility although how often will vary by team. You will be made aware of which location(s) and how many times you practice there a week before you commit to playing on a particular team. Both facilities are used for practices and tournaments.

Volleyball Organizations

Most of the tournaments in which we compete are organized by USA Volleyball. Our local region, which includes most of Virginia, is the Old Dominion Region. If you are selected to a **travel team** (i.e. National, Zonal, Metro/Regional or State), you will be required to [become a USAV member](#) (\$50). In addition, some girls' travel teams may compete in tournaments organized by AAU. If so, you will be required [to purchase an AAU membership](#) (\$16).

USA Volleyball membership benefits include a one-year subscription to *Volleyball USA* (a quarterly publication). Both USA Volleyball and AAU include secondary sports accident coverage when you play in sanctioned events.

What We Expect from RVC Players and Parents

- Register on time, complete all necessary forms and pay registration fee.
- If selected for a travel team, register and pay for USA Volleyball membership (\$50) online. This **must** be completed before the player can practice with his or her team.
- Attend all parents' meetings.
- Have players attend all tryout sessions. They should be well rested, prepared to work hard and ready to perform at their best.
- Ensure your player arrives early and prepared for all scheduled practices and tournaments.
- Every player is expected to **adhere to the USA Volleyball Participant Code of Conduct (Appendix C)** and in addition should **exhibit good sportsmanship** and support their teammates. Good sportsmanship is just one of the many valued behaviors we hope our players will learn while at RVC. To that end, we ask that our parents and coaches **follow the Sport Parent Code of Conduct** developed by the National Youth Sports Safety Foundation and included as Appendix D at the end of this handbook.
- Make regular, timely payments on your account. RVC will post an itemized statement to your child's online account for team dues once team selections have been finalized and throughout the season for tournament fees and travel expenses. We ask that full payment be made within 30 days or, if that is not possible, that substantial payments are made each month. Failure to do so will result in additional fees (i.e. late fee, interest) to your account.
- Players must complete the referee or scoring clinic made available online (specific information to be provided later). All teams are required to "work" matches they are not playing during tournaments and it is the responsibility of everyone on the team to be prepared to assist with the team's assignments.
- Parents should be prepared to volunteer with a variety of tasks—managing the team website, chaperoning out of town tournaments (otherwise the coach or other RVC staff will be paid for time chaperoning and that expense will be passed on to the team), assisting with travel arrangements, etc. If volunteering to chaperone, parents must complete a background check (paid for by RVC).
- Assist with mandatory and voluntary fundraising activities.
- Have fun! Remember, this is the players' game! The coaches and officials are only human. And remember, only positive cheering is desired.

Pricing for Girls' Teams

There are typically six levels of girls' teams: National, Zonal, State, Regional, Metro, and City. This may vary depending on number of girls registering. We try to offer a level for all to participate. National is our most competitive level; teams compete in tournaments all over the country. City is our developmental league with teams competing only at RVC. The higher the level you want to play the more competitive each roster spot gets.

Team dues include uniforms, facility costs, equipment, education, coaches' salary, administrative costs, and a volleyball (excluding City teams). **Team dues do not include: registration fees and the \$50 USAV membership (which must be paid for travel teams). Nor does it include subsequent travel expenses.** We hope that any parent that feels financially unable to allow his/her child to compete at a certain level will bring this situation to the attention of the Junior Programs Manager, Director of Programs or the Executive Director so we may be able to suggest ways for overcoming this barrier. RVC

may be able to offer financial assistance through our Robison Fund. Applications are typically due prior to registration.

TEAM	FEE**	POTENTIAL EXPENSE**	TEAM	FEE**	POTENTIAL EXPENSE**
13 Zonal	\$930	\$2,200-\$3,000	16 National	\$1,010	\$3,200-\$4,200
14 National	\$1,010	\$3,200-\$4,200	16 Zonal	\$930	\$2,200-\$3,000
14 Zonal	\$930	\$2,200-\$3,000	17 National	\$1,010	\$3,200-\$4,200
15 National	\$1,010	\$3,200-\$4,200	17 Zonal	\$930	\$2,200-\$3,000
15 Zonal	\$930	\$2,200-\$3,000	18 National	\$1,010	\$3,200-\$4,200
*State Teams	\$655	\$900-\$1,450	*Regional Teams	\$600	\$900-\$1,450
			*Metro Teams	\$530	\$900-\$1,450

*Amount of teams determined by number of athletes trying out. **Fees and Expenses are subject to change due to skill level of team or numbers of players who try out. We do not have to fill a team because it is posted above. All changes are at the discretion of RVC Management.

National Teams: Teams will compete across the entire United States and will represent RVC in a National Championship. National teams generally compete at least every other week (January–June/July) and typically practice three times per week. Teams carry up to twelve players on the roster.

Zonal Teams: Teams will compete in tournaments within the Old Dominion Region and will also play in multi-day tournaments out-of-state. Zonal teams generally compete at least every other week (January-May) and typically practice three times per week. Play may continue into June or July for National level competition.

State/Regional/Metro Teams: Teams will compete in tournaments within Central Virginia including two to four multi-day events. Teams will carry up to 12 players on the roster. State/Regional/Metro teams generally compete every other weekend (January-May) and practice two times per week. Tournaments are primarily scheduled on Saturdays starting at 9am.

City Teams: Teams will practice one weekday and compete or practice on Saturdays in our facility. Teams will carry up to 12 players on the roster. Season runs from January through May. We have divisions for ages 17 & under. Team fee for this level is \$350 (\$60 of which is paid at the time of registration) and there are no anticipated additional expenses.

Pricing for Boys' Teams

There are four levels of boys' teams: National, Zonal, Regional and City. We try to offer a level for all to participate. National is our most competitive level and teams compete in tournaments all over the country. City is our developmental league with teams competing only at RVC. The higher the level you want to play the more competitive each roster spot gets.

Team dues include uniforms, volleyball (excluding City teams), facilities costs, equipment, education, coach's salary, and administrative costs. **Team dues do not include: registration fees and the \$50 USAV membership (which must be paid for travel teams). Nor do they include subsequent travel expenses.** We hope that any parent that feels financially unable to allow his/her child to compete at a certain level

will bring this situation to the attention of the Junior Programs Manager, Director of Operations or the Executive Director so we may be able to suggest ways for overcoming this barrier.

TEAM	FEE**	POTENTIAL EXPENSE**	TEAM	FEE**	POTENTIAL EXPENSE**
14-1 (Zonal)	\$925	\$2,000 - \$2,600	17-1 (National)	\$975	\$3,200 - \$3,900
15-1 (Zonal)	\$925	\$2,000 - \$2,600	17-2 (Zonal)	\$925	\$2,000 - \$2,600
16-1 (National)	\$975	\$3,200 - \$3,900	18-1 (National)	\$975	\$3,200 - \$3,900
16-2 (Zonal)	\$925	\$2,000 - \$2,600	*Regional Teams	\$535	\$900 - \$1,200

*Amount of teams determined by number of athletes trying out. **Fees and Expenses are subject to change due to skill level of team or numbers of players who try out. We do not have to fill a team because it is posted above. All changes are at the discretion of RVC Management.

National Teams: Teams practice three times per week, play a limited regional schedule and travel all across the nation to participate in tournaments. Teams will carry up to 12 players on the roster. National teams generally compete at least every other week (January–June/July).

Zonal Teams: Teams practice 3 times per week, play in tournaments up and down the East Coast, possibly USAV Junior Nationals, and will carry up to 12 players on the roster. Zonal teams generally compete at least every other week (January-May) and typically practice two to three times per week. Play may continue into June or July for National level competition.

Regional Teams: Teams will compete in tournaments within Virginia and in the District of Columbia and will carry up to 12 players on the roster. Teams will compete in at least one multi-day event. Regional tournaments are primarily scheduled on Saturdays starting at 9am. Regional teams generally compete every other weekend (January-May) and typically practice two times per week.

City Teams: Teams will practice one weekday and compete or practice on Saturdays in our facility. Teams will carry up to 12 players on the roster. Season runs from January through May. We have divisions for ages 14 & under. Team fee for this level is \$350 (\$60 of which is paid at the time of registration) and there are no anticipated additional expenses.

Team Selections

Each year, we have a very large and diverse group of players trying out for RVC teams. Some players have extensive playing experience while others do not. There are a multitude of factors we take into account. ***Players should never assume because they were on a travel team one year they will automatically be on a travel team the following year.***

Parents and/or players may indicate the highest level of team to which they are willing to commit (both time and money). Potential scheduling conflicts should be noted prior to the tryout period. If a player is interested in trying out for a team one age group higher than their age group, they must meet specific eligibility requirements which can be found in [our FAQ page](#). In addition, the player is required to attend all sessions of both age groups. Travel teams may carry up to 12 players on their rosters. Non-travel teams will carry a minimum of 11 players whenever possible.

Players are requested to communicate with coaches prior to team selection regarding activities that may cause potential conflicts. Coaches may choose not to select players because of commitments to spring sports and are encouraged to ask all players about potential schedule conflicts. Once teams are selected, pressure from coaches for players to quit other activities will not be tolerated; however the conflict of missed practices or competitions could affect playing time.

Movement between Teams

Occasionally we will move a player from one team to another. Movement is at the sole discretion of RVC. Players who move from or move to a travel team will have their dues pro-rated, subtracting or adding, as appropriate. We will not move a player to another team until we discuss the move with the player's parents.

Multi-Sport Athletes

We here at RVC encourage athletes to play more than one sport, especially at younger ages. The time commitment needed at the Zonal and National level is high and we ask that you be reasonable when accepting an invitation on these higher level teams. Potential scheduling conflicts should be noted prior to the tryout period. Commitments and/or practice limitations may affect a player being selected for a team.

Tournament Play

It is critical for players to remember your uniforms, knee pads, court shoes, volleyball and lunch when preparing for a tournament. Many sites sell food, usually not nutritional, but occasionally food is unavailable. Bring a water bottle for use during matches, and label it with your name, telephone number (if you want it returned) or some other identifying mark. Be aware that many venues do not allow outside food or drink to be brought in to the facility. Please plan accordingly.

Richmond Volleyball Club has the philosophy that ***PLAYING TIME*** for all travel players is determined by the coach. Our goal is to provide more equal playing time at the Regional, State, and Metro levels but a player's attitude, effort, and commitment may effect the coach's decision. At the National and Zonal levels playing time is generally based on performance. In all cases, including when a player is competing in an age group higher than their playing age, ***PLAYING TIME IS LEFT TO THE DISCRETION OF THE COACH***. This includes playing time during travel tournaments. ***WE DO NOT GUARANTEE EQUAL PLAYING TIME ON ANY TEAM OR AT ANY EVENT.***

Each player on a travel team will be issued a volleyball. Players are solely responsible for their ball and are required to **bring their volleyballs to tournaments and any other time if instructed to do so by their coach**. Anyone in possession of a volleyball owned/labeled by another club or an RVC volleyball outside of an RVC facility will have his or her membership suspended for 30 days.

Tournament Travel Guidelines and Policies

We distinguish between travel to training, practice, and local tournaments (“local travel”) and travel involving an overnight stay (“team travel”). RVC does not coordinate local travel. Players and/or their parents/guardians are responsible for making all arrangements for local travel. We encourage parents/guardians to ensure the person transporting your player maintains proper safety and legal requirements including, but not limited to, a valid driver’s license, automobile liability insurance, a vehicle in safe working order, and compliance with applicable laws.

Prior to travelling to a tournament, each team will have a designated meeting place. If meeting at RVC, please park cars on the right side (near Byrdhill Road) or back parking lot. Remember, we have other activities at RVC and parking is always limited.

For safety concerns, under no circumstances will a player be allowed to drive to a tournament outside the Richmond area. Parents should be prepared to drive or arrange for a carpool. Parents should be available at least once to provide transportation to and from tournaments. Parents must also display good sportsmanship at tournaments. For overnight travel to tournaments, parents will be asked to act as chaperones. In the case of girls’ teams, female chaperones are normally required. When a parent volunteer is unable to act as chaperone, additional fees will be expensed to the team.

Teams (i.e. cars) should stay together while traveling. Please do not exceed the speed limit, especially in the rain or snow and obey all traffic rules. Each player should leave and return in the same vehicle. Players should phone home **before** leaving a tournament if they need to arrange for someone to meet them at the pickup site.

WE TRAVEL TO TOURNAMENTS TO COMPETE; everything else is secondary. To make sure we can prepare the players to compete during a tournament we must have as much rest as possible. For this reason, after arriving to the hotel, players are not allowed out of their rooms after 10:00 p.m. and lights must be off by 11:00 p.m. This includes the television, computers or any other device that might keep the room’s occupants awake. Exceptions may be made at the coach’s discretion only.

We need your support for the following policies developed for your child’s safety:

1. Players **MAY NOT** drive to any event outside the Richmond Metro area. Tournaments are long, exhausting, and can result in sleep deprivation. No player should be behind the wheel after a tournament. In all cases involving travel, parents have the right to transport their minor player.
2. Coaches may not drive players home from practice unless accompanied by another non-related adult.
3. Team personnel will make every effort to accommodate reasonable parental requests when a child is away from home without a parent. If any special arrangements are necessary for your child, please contact the junior program manager or Director of Programs well in advance of planned travel who can either make or assist with making those arrangements.
4. RVC staff will ask hotels to block adult channels for player only rooms.
5. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with a minor player (unless the coach is the parent, guardian, or sibling of the player).
6. Players are expected to remain with the team at all times during the trip. Players may not leave the competition venue, the hotel, restaurant, or any other place at which the team has gathered without permission from their coach or chaperone. We need to know where each player is at all times. Young people are not always aware of their surroundings.
7. Players must report any illness or injury to the coach and chaperone immediately. In the case of illness, we will need to possibly quarantine the player to make sure they do not cause an

epidemic on the team. In the case of injury, we want to make sure the necessary steps to seek medical attention are taken or resting the injury to attempt the prevention of the condition from worsening.

8. Players must stay in their assigned hotel rooms. Family members who wish to stay in the same hotel (not room) are permitted and encouraged to do so.
9. The coach will support chaperones and assist, as needed, in the monitoring of the players adherence to curfew (see above). At curfew, all players must be in their hotel rooms unless otherwise agreed upon by team personnel (such as when there has been late tournament play). Regular monitoring and curfew checks will be made of each room by at least two properly background screened adults (preferably one male and one female). At no time should only one adult be present in a room with minor players, regardless of gender.
10. Individual meetings between a coach and a player may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present, with at least one of those adults being the same gender as the player.
11. **Players will turn in their cell phones to the coach or chaperone each evening at curfew.** In the event of an emergency, parents can contact the coach or another adult at the event. This is not intended to keep you from communicating with your child. Cell phone usage is something that has been abused over the years by talking to friends until waning hours of the morning or used to set up late night rendezvous. It's also in consideration of roommates need to sleep.
12. Hotel room doors can never be left propped open for any reason. Players need to be able to keep up with their room key.
13. It is also RVC's policy that no one of the opposite gender is permitted in team rooms and players are not permitted in other rooms with individuals of the opposite gender or significant others.
14. In consideration of other hotel guests, hotel staff and RVC staff, the players will be courteous and respectfully obey all RVC and hotel staff members. This includes the club director, program manager, coaches, chaperones and/or other adults traveling with the team.
15. Players **must remain quiet and use appropriate language** at all times in lobby, dining area, hallways and rooms so other guests are not disturbed.
16. Players must be properly attired in the hotel lobby and dining area. This includes shoes, shirt and shorts. There should be no under garments exposed or pajamas worn. Any bathing suits that expose skin between the knees and the neck are also not permitted outside the pool area.
17. Only one player at a time is permitted in the hotel's business center. The player needs to make sure they pick up after themselves and leave the business center in good condition.
18. A player who damages any property at the lodging or playing facility will be personally responsible for damages and membership may be suspended until damages are paid in full or, in some circumstances, the player may be dismissed from RVC.
19. **No coach or chaperone shall at any time be under the influence of drugs or alcohol while performing their coaching and/or chaperoning duties.**
20. **Any player found in possession of alcohol, tobacco, illegal drugs or engaged in inappropriate or unlawful behavior will be immediately disqualified from further participation in the event or activity and released to the custody of their parents. In the event the player is not accompanied by his/her parent(s) or legal guardian, the player will be sent home as soon as possible and safe to do so, at the expense of the parent or guardian.**
21. **Any individual(s) who fail to comply with the signed travel contract (Appendix A) and the USA Volleyball Code of Conduct (Appendix C) will be immediately disqualified from further participant in that event or activity. RVC management will then review the incident to determine further disciplinary action as soon as possible.**

These policies and more are part of the Athlete Travel contract signed during registration. A full copy of the contract is re-printed (Appendix A) at the end of this handbook for your information.

Parent Code of Conduct

It is our desire to establish boundaries and guidelines, and more importantly, create a framework for defining appropriate parent and spectator behavior. To that end, we have adopted the *Sport Parent Code of Conduct* developed by the National Youth Sports Safety Foundation (Appendix D).

We expect all parents and spectators of our members to follow the code of conduct. Those that do not may be asked to leave the venue and, in extreme cases, may be suspended from attending future activities. We appreciate your support in helping us keep the fun in sports.

Inclement Weather

In the event of bad weather, decisions are made on a case by case basis whether to cancel a practice and will be made by RVC and/or the coach with a goal to hold as many practices as possible. Even though RVC may be open and holding practices during inclement weather, parents *should make their own decision* with regard to road conditions and personal safety. If roads are hazardous in your area, please carefully consider whether to attend practice. If you decide to go, please allow extra time and drive carefully on the way. Tournament cancellations or postponements will be announced as early as possible, but this depends on the conditions and tournament directors. Cancellations by RVC will be posted on the RVC website when possible, RVC's Facebook page, Twitter (@RVC_NET) and on local TV stations WTVR6, WRIC8 & WWBT12. Call your coach or RVC if you are uncertain as to whether there is a change.

Monthly Billing / Lump Sum Payment

A full explanation of our fees and policies is found in the financial agreement (Appendix B). When you register you will choose either the credit (monthly) billing option or to make a lump sum payment. If you choose the credit option, a statement will be available the first week of each month. Included in the billing, will be amounts due for team fees plus team expenses which include tournament entry fees, travel expenses, hotel expenses and coaches' expenses. These expenses are ongoing throughout the season and in addition to the team dues paid at the beginning of the season. Payment in full is due by the first of the following month. Any payment received after that date will be considered past due (no grace period) and you will be charged \$25 service fee. You will also pay interest on any delinquent payment from date thereof until paid at the rate of 1% per month.

If you are unable to pay the full amount and would like to split the amount into monthly payments, simply contact our Director of Administration Patti Nelms by phone (804-358-3000 ext. 10) or e-mail (pnelms@rvc.net). In most cases, as long as reasonable monthly payments are made (to enable the full balance to be paid in full by the end of the season), we will waive the service fee. However, interest charges will still apply. Any questions regarding fees/expenses should be directed to our office and not to your coach. Billing reminders are sent to you by email. Check your inbox to ensure you are receiving our emails and that they are not be directed to any SPAM folder. Please make sure to provide a valid

email that is **checked regularly** during the online registration process. It is your responsibility to make timely payments whether or not you receive reminder emails from RVC.

Families with outstanding balances at the time of registration for the following season will not be permitted to register for RVC Juniors. All past due accounts that are settled during registration will require a signed credit card authorization to participate in the upcoming season.

Please do not ask coaches to accept hand delivered payments for anything. Send **all payments in the mail, or make your payment online or in person** to RVC office staff.

Financial Assistance

The Richmond Volleyball Club encourages prospective players who desire to play but are experiencing financial difficulties to apply for assistance. Financial assistance may be available in the form of scholarships, work-play, or team or individual fundraising.

Roger Robison Fund

The Roger Robison Fund has been created in memory of one of our founding members in order to provide financial assistance for RVC junior players by defraying the cost associated with the various RVC Junior Programs. According to NCAA regulations, this must be done on a “need basis” and not according to athletic ability. Donations to help grow this fund are greatly appreciated. Applications for assistance can be [found on the website](#) under Junior Programs. Applications are usually due in the middle to late September so that the process can be completed prior to the first weekend of tryouts.

Work-Play

The Richmond Volleyball Club has a number of job opportunities suitable for young athletes including coach (for younger teams), café worker, facility monitor, tournament staffing, referee (16 and older), maintenance (primarily landscaping work), and office assistance. All things being equal, preference will be given to our members for job openings. This is a great way to earn the funds needed to participate. We understand that young athletes are busy and it may not be possible for you to participate during the school year. We encourage you to also consider these opportunities during the summer months.

Fundraising

There are two mandatory fundraisers for all players on any travel team. There is one mandatory fundraiser for city teams. The purpose of the fundraisers is to keep the team dues for players as low as possible. Please keep in mind we are a private organization and do not receive any facility support from surrounding municipalities as do many other local youth groups.

At registration, part of the travel registration fee is a fundraising deposit of \$110. City registration includes a fifty dollar deposit for our annual raffle. At registration, all participants will receive 50 raffle tickets. You may sell the tickets to others and earn your \$50 back. Or, you may keep the tickets and enter your name into the raffle (for your own chance to win). The drawing is held and winners are announced on President’s day. The raffle prizes are: first prize=\$1000, second prize=\$500, third prize=\$250.

The second fundraiser will require each travel team (not City) to set-up and tear-down **two courts** at the Greater Richmond Convention Center at one of the following tournaments hosted by RVC: Monument City Classic (mid-January) or the Boys' East Coast Championships / South Atlantic Championships (Memorial Day weekend). This fundraiser will **require parent supervision and assistance**. Please plan accordingly. Set up will begin the Thursday afternoon/evening prior to the tournament and tear down will begin no later than 6:00pm on the last day of the tournament. After successful completion of the court set-up and tear-down of two courts, each participant will have \$60 credited to his or her RVC account.

We are committed to the goal that no player shall be prevented from being part of RVC Juniors for lack of funds. To that end, we will work with you to identify the most appropriate level for your player and to structure payment plans and fundraising opportunities so you can be a part of the Richmond Volleyball Club. Many players' families offset a significant portion of the fees through individual or team fundraising or by taking advantage of other opportunities to earn income. Please contact our office for other ideas or approval for team ideas. Parents and/or players may coach, set up/tear down additional courts, referee, work in concession and/or work as a tournament director. Please contact the office if you are interested. For additional information, view our [FAQ web page](#).

Sponsorship

Coaches, players or parents are not allowed to solicit sponsorships on their own. RVC has sponsorship agreements with certain partners that guarantee exclusivity. Sponsorship is not granted on a team-by-team basis.

Donations

Richmond Volleyball Club is a 501(c)3 non-profit organization. Donations made to the organization (RVC) are tax deductible. However, no monies donated can help a particular team or an individual. RVC accepts donations in the form of cash, check and credit card contributions.

General Communication

Good communication between coaches and players or parents is vital. If you cannot attend a practice, players need to inform the coach at least 24 hours in advance. Please make certain that coaches know ahead of time with an e-mail if possible (or via text message if your coach prefers). If you will not be participating in a tournament, you should give adequate notice so that a substitute may be found (a general guideline is three weeks). **PLEASE NOTE:** Even if you are unable to participate in a tournament, you are still financially obligated to share in team and coach's expenses unless excused by the Junior Program Manager and have **WRITTEN** support for the excused absence. Verbal approval is not sufficient, and coaches do not have authority to waive fees.

RVC utilizes the following communication tools:

1. **The Website:** www.rvc.net. A wealth of information can be found here. Our web site is not set up to track, collect, or distribute personal information nor does it employ any form of tracking or cookies.
2. **E-mail:** The quickest and most efficient form of communication for the coaches is e-mail. It's important that we have your updated e-mail address and for you to check your e-mail regularly. Be sure that you are receiving RVC communications and that emails are not being

- caught in SPAM or other folders. Please note, we do not sell or give away your email information. Feel free to [review our Privacy Policy](#).
3. **Parent/Team Meetings:** At the start of and during the season, coaches will call meetings in order to share information, discuss upcoming events, and/or address any issues that may arise. Please make every effort to attend these meetings.
 4. **Newsletters:** A monthly e-newsletter will be sent to you informing you of upcoming events and often also includes educational information regarding the sport of volleyball. Please note, we do not sell or give away your email information. Feel free to [review our Privacy Policy](#).
 5. **Social Media:** Richmond Volleyball Club recognizes the prevalence of electronic communication and social media in today's world. Many of our players use these means as their primary method of communication. While RVC acknowledges the value of these methods of communication, RVC also realizes that there are associated risks that must be considered when adults use these methods to communicate with minors. The content and intent of all electronic communications must adhere to the USA Volleyball Code of Conduct regarding Athlete Protection [USAV-CAP Code of Ethics - TeamUSA.org](#). RVC has social media accounts with [Twitter](#), [Facebook](#) and [Instagram](#).
 6. **Texting:** Subject to the general guidelines mentioned above, texting is allowed between coaches and players during the hours of 9am to 9pm except during tournaments. Texting shall be used for the sole purpose of communicating information directly related to team activities.

Coach-Player-Parent Communication

Knowing when to communicate and **how to communicate with the coach** is a concern for almost every player and every parent at some time during the season. Most often the concern is how to inquire about issues surrounding playing time.

At Richmond Volleyball Club, we encourage **the player** to talk to their coach when the player has a problem about playing time or if the player is uncertain what the coach expects, either in practice or in competition. The appropriate attitude is for the player to ask the coach what they need to do to get more **opportunities** to play in matches. Parents can best help their player by supporting them in handling those conversations on their own and by helping the player set goals to achieve more opportunities to play. Often times, this is a child's first opportunity to express themselves to an authority figure. It can be a wonderful opportunity to learn a valuable life lesson on how to communicate concerns in a positive, productive manner.

Acceptance of the coach's authority regarding the team is vital to a player's success. Parental interference in this relationship, no matter how well intentioned, causes conflict and confusion for the player. Any undermining of the coach's authority will damage the player-coach relationship. Parents must allow the coach to be an authority figure, in order for their child to receive the best training and to progress as quickly as possible.

We instruct coaches not to discuss "coaching decisions," which include, among other things, specific match decisions (who played when, who was subbed out and when, etc.) The amount of time any given player is on the court is the result of a complex determination, *in that coach's opinion*, of the player's ability, the player's potential, the team's needs at the moment, and the team's needs in the future. We

will not require the coach to defend his/her thought process or conclusions in making these determinations, and it is improper for a parent to request that.

Please understand, it is not our intention to prevent you from expressing legitimate concerns such as a coach's repeated tardiness, excessive schedule changes, lack of communication, bullying or harassment, or other unprofessional behaviors. We **encourage** you to share those concerns as quickly as possible. However, even the most experienced coaches will disagree from time to time about playing time, which player should be playing, what defense or offense to run, etc. Therefore, we must emphasize that we will not discuss coaching decisions.

In addition, we instruct coaches not to discuss any player *other than the parent's own*, or the actions of any other RVC coach. If you as a parent have legitimate concerns about a coach other than your player's coach, or with a player other than your own, you should share those concerns with the Junior Program Manager. Please note again that "coaching decisions" are not, in RVC's opinion, subject to discussion.

Harassment Policy

The Richmond Volleyball Club prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment, and hazing, all as described in the USA Volleyball SafeSport Handbook. Harassment is defined as any unwanted physical or verbal conduct that offends or humiliates the recipient, that interferes with their ability to play and learn or leads to adverse consequences, and that any reasonable person ought to have known would be unwelcome. It does not include the legitimate exercise of coaching authority regarding performance feedback, game evaluations, or valid disciplinary measures. It may create an intimidating, hostile, or offensive team setting. Examples of harassment include, but are not limited to, racial or sexual slurs, name calling, racist or sexist jokes, negative stereotyping, physical assault, bullying, threats, demeaning pictures, posters and graffiti.

Harassment includes the following categories of behavior, whether the behavior occurs one or many times:

- 1) **Discriminatory behavior:** Discrimination refers to treating people differently, negatively, or adversely because of one or more of the following: race, color, ancestry, place of origin, political belief, religion, age, sex, sexual orientation, marital status, family status, or physical or mental disability.
- 2) **Personal harassment:** Personal harassment includes objectionable conduct, comment, or display made on either a one-time or continuous basis that demeans, belittles, or causes personal humiliation or embarrassment on the part of the recipient. It may or may not be linked to discriminatory behavior.
- 3) **Sexual harassment:** Sexual harassment refers to any conduct, comment, gesture, or contact of a sexual nature, whether on a one-time basis or a series of incidents, that might reasonably be expected to cause offence or humiliation or that might reasonably be perceived as placing a condition of a sexual nature on participation. Examples of behavior that can constitute sexual harassment include, but are not limited to:
 - i. unwanted touching, patting or leering
 - ii. sexual assault
 - iii. inquiries or comments about a person's sex life

- iv. telephone calls or other forms of communication with sexual overtones
 - v. gender-based insults or jokes causing embarrassment or humiliation
 - vi. repeated unwanted social or sexual invitations
 - vii. inappropriate or unwelcome focus/comments on a person's physical attributes or appearance
- 4) **Bullying:** Bullying consists of behavior to attack and diminish another by subjecting the recipient to unjustified criticism and trivial fault-finding, humiliating the recipient (especially in front of others), and/or ignoring, overruling, isolating and excluding the recipient.
- 5) **Poisoned team environment:** A poisoned team environment is characterized by an activity or behavior, not necessarily directed at anyone in particular, that creates a hostile or offensive environment (whether on the court, at tournaments, or in meetings). Examples of a poisoned team environment include but are not limited to: graffiti, sexual, racial or religious insults or jokes, abusive treatment of a player or parent, and the display of pornographic or other offensive material.

Richmond Volleyball Club is fully committed to preventing harassment in any form in its program. We try to be very sensitive to conduct that may be seen as creating an environment that is discriminatory or harassing. This includes unwanted letters or cards, telephone calls, texts or email of a personal nature, unwarranted inquiries about personal life or sexual habits, repeated jokes with sexual content, and sexual comments about a person's appearance or body. In addition, Richmond Volleyball Club places the safety of the young players entrusted to our care and instruction as our highest priority. We do not tolerate verbal or physical behavior that compromises that priority. We watch team activities and interactions closely to try to prevent miscommunications that cause discomfort to any of the players or parents.

Reporting Harassment

If you see a Richmond Volleyball Club employee behave in a way you believe appears to be inappropriate, or if you experience behavior from a coach or administrator that you believe is inappropriate, report it immediately to the Director of Programs & Facilities or Executive Director. All complaints will be investigated. Any employee found to be in violation of the harassment policy will be subject to discipline, which may include dismissal. There will be no retaliation against any complainants or any witnesses who participate in an investigation of a harassment charge.

SafeSport Hotline

Access live, confidential help over the phone—just call [866-200-0796](tel:866-200-0796). Get confidential, one-on-one support through a secure instant-messaging platform at www.safesporthepline.org.

APPENDIX A

Athlete Contract

My main goal is to become the best player I can be. Only I am responsible for my behavior and work ethic. I am fully committed to RVC Juniors and therefore will:

- **Commit** to all obligations of the team once I accept a position on the team.
- **Promise** to make every effort possible to attend every practice.
- **Conduct** myself in a manner to bring credit and prestige to myself and the program.
- **Budget** my time to meet all the responsibilities of work, learning and other personal areas.
- **Personally** notify my coach 24 hours in advance if I cannot make it to a practice or three weeks in advance if I cannot make it to a tournament.
- **Be on time** for practice - Lombardi time (15 minutes early).
- **Pursue** mental and physical conditioning outside of practice, eat a healthy diet, and ABSTAIN from alcohol, tobacco, and illegal drugs.
- **Communicate**, both on and off the court, with my teammates and coaches for mutual understanding.
- **Recognize** the unique aspects of volleyball yet learn from my mistakes and never make excuses or lay blame.
- **Respect** my coach and teammates at all times.
- **Clean** our tournament area and practice facility of all trash. Leave the area as I found it, if not better.
- **Realize** that a team is made up of individuals and everyone cannot start. Accept my role on the team and what it takes to be the best.
- **Be accountable** to my team, coach, and club.

Any player found in possession of alcohol, tobacco, illegal drugs or engaged in inappropriate or unlawful behavior will be immediately disqualified from further participation in the event or activity and released to the custody of their parents. In the event the player is not accompanied by his/her parent(s) or legal guardian, the player will be sent home as soon as possible and safe to do so, at the expense of the parent or guardian.

Any individual(s) who fail to comply with the signed travel contract and the USA Volleyball Code of Conduct (Appendix C) will be immediately disqualified from further participant in that event or activity. RVC management will then review the incident to determine further disciplinary action as soon as possible.

APPENDIX A

(Continued)

Athlete Travel Contract

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

- Athletes MAY NOT drive to any event outside the Richmond Metro area.
- Athletes will turn in cell phones to chaperone or coach each evening at curfew. In the event of any emergency, parents can contact the coach or another adult at the event.
- Athletes will be courteous to and respectfully obey all staff members. This includes chaperones and/or other adults traveling with the team.
- Athletes may not leave the hotel area, competition venue, or any other place the team has gathered at any time without permission from their coach or chaperone.
- Athletes must report any illness or injury to the coach and chaperone immediately.

- An athlete who damages any property at lodging or playing facility will be personally responsible for damages.
- No member of the opposite gender is permitted in team rooms.
- Athletes are not permitted in rooms with members of the opposite gender or significant others.
- Athletes must remain quiet and use appropriate language at all times in lobby, dining area, hallways and rooms so other guests are not disturbed.
- After arriving at the hotel, athletes are not allowed out of their rooms after 10:00 p.m. and hotel room doors must not be propped or left open.
- Lights must be off by 11:00 p.m. This includes the television, computers or any other device that might keep you or your roommates awake.
- Only one athlete at a time is permitted in the hotel's business center.

Any player found in possession of alcohol, tobacco, illegal drugs or engaged in inappropriate or unlawful behavior will be immediately disqualified from further participation in the event or activity and released to the custody of their parents. In the event the player is not accompanied by his/her parent(s) or legal guardian, the player will be sent home as soon as possible and safe to do so, at the expense of the parent or guardian.

Any individual(s) who fail to comply with the signed travel contract (Appendix A) and the USA Volleyball Code of Conduct (Appendix C) will be immediately disqualified from further participant in that event or activity. RVC management will then review the incident to determine further disciplinary action as soon as possible.

APPENDIX B

Financial Agreement

I have given permission for my child to participate in RVC Juniors. We have discussed the risks, commitments and sacrifices involved and are committed to the program. I understand and accept the financial obligations of participating, with the following in mind:

- As a benefit of playing with RVC, I may choose one of two payment options - 1) credit option which allows me to be invoiced for fees owed after they have been incurred. This option is only available if my social security number is provided below or, 2) lump sum payment option wherein I will pay the entirety of the team fee upon my child's placement on a team (generally in December) and a second payment (first week of February) of all estimated travel fees for the season. Estimated travel fees are listed in the Player/Parent Handbook. A credit card will be held on file to cover these two payments.
- If I choose option 2, I understand that I am responsible for any expenses above the estimated amount and that I will receive a refund if expenses are lower.
- The \$225.00 registration fee includes- \$60 RVC membership, \$110 fundraising commitment (for City players it is a \$50 fundraising commitment and \$60 team fee deposit) and \$55 administrative fee. It is only partially refundable if we choose not to participate regardless of the reason.
- Once selected for a team and a verbal commitment has been given, the non-refundable team fee will be added to the junior's account and is due by the first day of the following month.
- Included in these team fees are: uniforms (excluding bags), practice facilities, equipment, coaches' education and salary, program administration and a volleyball for the travel teams. City teams are non-travel teams and their uniform will consist of a uniform top only.
- If I choose the credit option, a statement will be available on my player's account the first week of each month for all expenses incurred from the previous month. Payment in full will be expected by the first day of the following month. Any payment received after that date will be considered past due (no grace period) and I will be charged a \$25 service fee. I also agree to pay RVC interest on any delinquent payment from the date thereof until paid at the rate of 1% per month. Please contact Patti Nelms, Director of Administration, if you would like to discuss a payment plan. She may be reached at pnelms@rvc.net.
- Players are responsible for sharing all team expenses (coach's travel expense, coach's meal expenses, van rentals, hotel rooms, tournament registration fee, etc.), regardless of whether or not an individual participated in a particular event.
- I understand that I am obligated to pay all expenses incurred by RVC for the various tournaments, the only exception may be if my child becomes injured while participating in an RVC team practice or match. In that case, I must obtain an excused absence in writing from the Juniors Technical Manager. The manager may be reached at jrsprograms@rvc.net. I understand that my child's coach does not have the authority to waive or dismiss fees.
- Chaperones are needed for all out of town multi-day tournaments. If a parent chaperone is not identified prior to the tournament, a \$300.00 chaperone fee per night will be charged to the team. For convenience, chaperones will have a room reserved for them (but not paid) under the team block.

- Team fees and budgets do not include the costs of parent travel; please realize we budget solely for the cost of the players to participate in the tournaments.
- Payments may be made by cash, check, and most major credit cards. Credit cards will be accepted only on-line at www.rvc.net or in person during normal office hours. Credit cards can no longer be accepted over the phone.
- Players will immediately become ineligible to participate (practices, tournaments, etc.) if any payment is 30 days past due and will remain so until the account is brought current.
- I will also be responsible to pay all expenses, including reasonable attorney's fees and expenses, incurred by RVC in seeking to collect any amounts payable hereunder which are not paid when due.
- Delinquent parents may be asked to submit checks in advance or supply a credit card authorization for payment.

Additional obligations:

- Team selections are made by a group of coaches; I trust their judgment and will support my child and the team selection.
- As a parent, I agree to always show proper sportsmanship as outlined in the player/parent handbook.

I give my permission to Richmond Volleyball Club to use my child's picture or likeness, which may be taken at any activity or event, for use in advertising, promotional materials, website displays, or publications.

This agreement may be canceled if the Participant becomes disabled or so severely injured while participating in an RVC activity that he/she cannot practice or compete for more than three (3) months (Disability), or the Participant's estate cancels the Agreement in the event of the Participant's death.

We take commercially reasonable precautions with respect to social security numbers. Access is restricted to our employees and necessary service providers who need access to the information.

APPENDIX C

USA VOLLEYBALL CODE OF CONDUCT

THE FOLLOWING ACTIONS ARE PROHIBITED:

1. Violation of any anti-doping policies, protocols or procedures as defined by the International Olympic Committee (IOC), World Anti-Doping Agency (WADA), Federation Internationale de Volleyball (FIVB), US Anti-Doping Agency (USADA), or the United States Olympic Committee (USOC). Violations of this provision will be adjudicated only by USADA or the proper anti-doping authority, not USA Volleyball (USAV).
2. Possession, consumption or distribution of alcohol and/or tobacco if illegal or in violation of USA Volleyball (USAV) or Regional Volleyball Association (RVA) policy.
3. USAV prohibits the possession, consumption or distribution of alcohol and/or tobacco by anyone registered as a junior volleyball player at the event venue of an USAV/RVA sanctioned junior event.
4. Use of a recognized identification card by anyone other than the individual described on the card.
5. Physical damage to a facility or theft of items from a room, dormitory, residence or other person. (Restitution will be part of any penalty imposed.)
6. Possession of fireworks, ammunition, firearms, or other weapons or any item or material which by commonly accepted practices and principles would be a hazard or harmful to other persons at USAV/RVA sanctioned events.
7. Any action considered to be an offense under Federal, State or local law ordinances.
8. Violation of the specific policies, regulations, and/or procedures of the USAV, RVA or the facility used in conjunction with a sanctioned event. (It is the responsibility of the individual to be familiar with applicable specific policies, regulations and procedures.)
9. Conduct which is inappropriate as determined by comparison to normally accepted behavior.
10. Physical or verbal intimidation of any individual.
11. Actions that will be detrimental to USAV or the RVA.

USA VOLLEYBALL DISCIPLINARY POLICY:

Penalties are only applied after affording the participant due process as may be required by the Ted Stevens Olympic and Amateur Sports Act (TSOASA), USOC, USAV, and RVA. Appeals, other than for doping violations, may be made in accordance with procedures set forth in the bylaws and operating codes of USA Volleyball and the RVA as printed in the current *Official USA Volleyball Guide* and RVA Handbook, respectively.

Infraction	When Occurred	Suggested Maximum Penalty
First	Before or during event	Individual disqualified (if person is a junior, he/she will be sent home as soon as possible and parent or guardian notified). The individual may be declared ineligible for USAV registration or RVA membership for one year starting from the date of infraction.
	After event concludes	The individual may be declared ineligible for USAV registration or RVA membership for one year starting from the date of infraction.

Second	<p>Before or during event</p> <p>After event concludes</p>	<p>Individual disqualified (if person is a junior, he/she will be sent home as soon as possible and parent or guardian notified). The individual may be declared ineligible for USAV registration or RVA membership for two years starting from the date of infraction.</p> <p>The individual may be declared ineligible for USAV registration or RVA membership for two years starting from the date of infraction.</p>
Third	The individual may be declared ineligible for USAV registration or RVA membership for the remainder of his/her lifetime.	
<p>NOTE: Major misbehavior (e.g. verbal or physical abuse of a child, sexual harassment, etc.) may subject the violator to a lifetime ineligibility for USAV registration or RVA membership after the first infraction.</p>		

APPENDIX D

SPORT PARENT CODE OF CONDUCT

The following is derived from the National Youth Sports Safety Foundation

Children's sports are supposed to be fun – for the *children*. Unfortunately, many parents, fans and coaches don't realize that their actions, whether verbal or nonverbal, can have a lasting emotional effect on children. Too many children are leaving sports activities because the fun is unfairly taken away by adults.

That is why the National Youth Sports Safety Foundation (NYSSF), a non-profit educational organization dedicated to promoting the healthy development of youth in sports, in conjunction with the Massachusetts Governors Committee on Physical Fitness and Sports, convened a consensus meeting with representatives from more than thirty sports, medical, educational and professional organizations to create the following Code of Conduct for parents and spectators to abide by at every game.

Parents, fans and coaches who follow this simple code can help reinforce what sports are all about: BEING FUN FOR EVERYONE.

Preamble

The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."

As a parent or spectator:

- 1) I will not force my child to participate in sports.
- 2) I will remember that children participate to have fun and that the game is for youth, not adults.
- 3) I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
- 4) I will learn the rules of the game and the policies of the league.
- 5) I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.
- 6) I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
- 7) I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
- 8) I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
- 9) I will demand that my child treat other players, coaches, officials and spectators with respect

regardless of race, creed, color, sex or ability.

- 10) I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
- 11) I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
- 12) I will never ridicule or yell at my child or other participant for making a mistake or losing a competition.
- 13) I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
- 14) I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.
- 15) I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
- 16) I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
- 17) I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:

- Verbal warning by official, head coach, and/or head of league organization
- Written warning
- Parental game suspension with written documentation of incident kept on file by organizations involved
- Game forfeit through the official or coach
- Parental season suspension

For more information visit www.sportsmanship.org



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