

# Marlton VBC

Policy Manual



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[www.marlton-vbc.com](http://www.marlton-vbc.com)

# Marlton VBC

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**Marlton VBC** is a registered junior program affiliate of the Keystone Region Volleyball Association (KRVA). The **Marlton VBC** main purpose is to provide quality training and competitive opportunities for young athletes at all levels of development. This competitive athletic experience will enhance social development, contribute to mental and physical health, and teach the values of teamwork, responsibility, self-discipline, and self-motivation. Our goal is to promote youth volleyball at all ages and skill levels.

The main purpose of **Marlton VBC** is to provide quality training and competitive opportunities for young athletes at all levels of development. Marlton VBC club program is designed to provide athletes with a uniquely challenging and competitive experience. Our goal is to take each player to a higher level of competitiveness while maintaining her love for the game.

### Mission Statement

**Marlton VBC** is committed to the development of the individual skill level of all their participating athletes while providing a safe, competitive and fun environment. All athletes will be afforded the opportunity to further their knowledge and skills while enhancing their self-esteem, social skills, leadership skills, critical thinking, solidarity, responsibility and ethical and moral conduct. They will provide each athlete the opportunity to experience and compete in various competitions at the local, state and national levels. Ultimately **Marlton VBC** will focus on the continuing development of sportsmanship and teamwork of all their athletes.

### Commitment Level

Playing volleyball for **Marlton VBC** requires a strong commitment to the game, coaches and teammates. Participation in **Marlton VBC** requires much time and effort. We expect that all who are involved be committed to the work ethic.

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### Club Expectations

The following information is to enhance communications between coaches, athletes, and parents. Included are brief explanations of training policies, attendance policies, practice policies, and game policies.

#### Attendance Expectations

- Since all team practices are mandatory, any absence from practice or events warrants a call from the player or parent to the coach as soon as possible.
- You must commit financially, as well as physically to the playing schedule.
- If you are involved in school sports, the coach must have a copy of the game and practice schedule well in advanced. The coaching staff will do their best to work around school activities and school sports. This does not include other travel sports.

#### Practice Expectations

- The athlete is expected to work her hardest in every task. We ask that athletes give us their very best effort.
- The athlete must be coachable, and willing to change technical skills and to display a positive attitude toward practice, teammates, and coaches.
- No jewelry (including earrings) in practice.
- You must have clean, court shoes.
- Hair must be pulled back out of face.
- The athlete must be at practice on time.
- Players must arrive for practice early enough to put on their gear and perform any other pre-practice duties before scheduled practice time.
- You MUST wear **Marlton VBC** issued apparel when representing **Marlton VBC**.

#### Tournament Expectations

- Display **Marlton VBC** Apparel and portray PRIDE at all times. Be courteous to officials, opponents and coaches.
- No jewelry!
- A short team meeting will be held after each match and tournament or next practice following tournament.
- Wear uniforms to all matches/games of a tournament. Do not assume you will be able to change there.
- Must be on time to tournament.
- It is recommended that players stay and support other **Marlton VBC** teams whenever possible.
- The entire team is required to stay at a tournament until all work assignments are completed.

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### Playing Time Expectations

- **Playing Time** is left up to the discretion of the coach as to when to play players.
- **Coaches** will attempt to give playing time to all players throughout the course of a tournament.
- There is no guaranteed playing time during any match. Coaches are free to play whomever they choose in whatever capacity during these times.
- Conduct of players **MUST** be positive towards teammates and coaches at all time or playing time may be reduced. If the negative behavior continues, players may be dismissed from **Marlton VBC** with no refund.
- If there is any issue regarding playing time or attitude it should be addressed in a "proper manner" and in the proper environment.
  
- ***UNDER NO CIRCUMSTANCES SHOULD A PARENT OR PLAYER ADDRESS A COACH AND/OR DIRECTOR ABOUT A GRIEVANCE AT AN EVENT OR DURING A PRACTICE.***

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### Responsibilities

#### Club Directors Responsibilities

Club directors will each be responsible for all operations of the *Marlton VBC*. They include but are not limited to:

- All financial responsibilities
- Secure / coordinate / sanction / schedule facilities
- Equipment
- Insure that tournament entries are paid by deadlines
- Direct contact with coaches for communication of club business
- Coaching development
- Tournament entries
- Organize and supervise tournaments
- Communicate
  - To coaches
  - To parents
- Communication / coordination for all age divisions
- Relay pertinent information to various sources:
  - Website
  - Newspapers

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### Coaches Responsibilities

Marlton VBC coaches will comply with *club* guidelines regarding the treatment of their players and parents. They are responsible for coordinating ALL aspects of their team including, but not limited to:

- All coaches will attempt to communicate to players and parents in a constructive, positive, professional manner. They will strive to be firm, fair, consistent, encouraging mentors who will use acceptable disciplinary measures when necessary.
- They will be required to arrive at practice/competition on time, prepared, organized and planned unless arrangements have been made with the Directors as far in advance as possible.
- Coaches should make every attempt to stay on schedule. (beginning and ending practices)
- The coaches will supervise the team while in the gym.
- Coaches will train each athlete in fundamental volleyball skills, tactics, as well as mental skills training and athletic training.
- Coaches are responsible for communicating each player's role on the team.
- Report any changes regarding personnel on the team.
- Coaches should understand and communicate playing schedules at tournaments and communicate information to the players for timely arrival to competition.
- Establish team and individual goals for the team.
- Help players for recruitment (*where applicable*).
- Report pertinent information to Directors for inclusion in newspapers and website.
- Coaches are responsible to communicate player guidelines to all players.
- Coaches must inform directors immediately when disciplinary action occurs.
- Coaches will act in an appropriate manner with regards to officials, other coaches and players.
- Coaches are responsible for the team while they are competing on the court (parents are responsible for players off the court – not coaches).
- Coaches are responsible for all **Marlton VBC** equipment and must replace damaged or lost equipment.

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### Responsibilities of Athletes

- Players are required to attend all practices and to attend all tournaments. In the event you are unable to attend or need to leave early or arrive late to a practice or match you must notify the coach or the director in advance as soon as possible.
- Must be on time to practices and tournaments unless approved by coaches in advance.
- Manage your time effectively as to reduce any or all conflicts that occur with other activities (school, personal, family etc.).
- All players must notify the coach immediately if there is an injury.
- There will be no swearing or use of derogatory language.
- Treat your teammates, coaches, officials and opponents with courtesy and respect. There is no place for "trash talking" in the game and is forbidden.
- Treat teammates, coaches, officials and opponents with respect and courtesy at all times. (never criticize teammates)
- Players are responsible for their own equipment and uniform to play. If anything is lost or stolen, it is the responsibility of the player to replace.
- Arrive to Practices and Tournaments, physically and mentally ready to play. You should be dressed properly, sneakers on, hair tied back etc prior to designated start time.
- Don't use practice time to socialize with your friends. Save that for before or after practice.
- While playing, give your full and undivided attention to the game, your teammates and most importantly your coaches.
- Listen to your coaches as their comments and suggestions are meant to improve the overall play of the team.
- Never give up or quit regardless of the score or situation. Play each point with the expectation of improving and focusing on winning.
- Always give 100% of your best effort.

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### COACHES WILL USE THE FOLLOWING DISCIPLINARY STEPS WHEN RULES ARE BROKEN:

- **STEP ONE: VERBAL WARNING** - Given by coach to player.
- **STEP TWO: 2<sup>nd</sup> VERBAL WARNING** - Given by coach to player with notification sent to the directors.
- **STEP THREE: SUSPENSION** - for a single practice, tournament, or set period of time as determined by the coach and directors.
- **STEP FOUR: EXPULSION** – with no refund!

### HOW TO DEAL WITH GRIEVANCES:

When a player has a grievance with a coach, parents need to take steps to remedy the situation positively:

- **STEP ONE:** Express understanding about your daughter's feelings and criticisms without putting down the coach (this can only lead to doubts and lack of confidence).
- **STEP TWO:** Help your daughter develop a clear understanding of the circumstances that gave rise to the grievance by having her set up a conference with the coach. Help prepare her for the meeting so that she might obtain optimum results.
- **STEP THREE:** If the player's initiative with the coach results in an unsatisfactory answer, set up a meeting with your daughter, yourself and the coach to get clarification of the problem.
- **LAST RESORT:** Parents should meet with the coach in a setting where there are no distractions (and in a timely manner). Parents need to seek the coach's advice as to how they can support the coach's effort to train their daughter. If, and only if after these steps have been exhausted and you are still not satisfied with all the answers, you may wish to contact one of the **Marlton VBC** directors. We do not include this in the steps for dealing with the grievance because though it clears up the symptom, the real problem still remains.  
**Remember;** view the situation as mentors attempting to arrive at a strategy for working with the player. Know that the coach's primary responsibility is to the **TEAM** and what is best for the **TEAM**. We sincerely wish that every girl in the program could play every minute of every game. We all know this is not possible, especially if you trust our decisions and the **TEAM** is to succeed!!!!

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### **Marlton VBC ON THE WEB**

The **Marlton VBC** web site can be found at [www.marlton-vbc.com](http://www.marlton-vbc.com).

### **Insurance & Liability**

**Marlton VBC** pays for KRVA Volleyball membership for all of coaches and directors. Any player wishing to participate with Marlton VBC must complete and pay for their own USA Membership (see Tryout Section for details).

No Parent or sibling may sit on the bench during a tournament if they are not Registered and Affiliated with Marlton VBC.

All Marlton VBC Club Coaches and Directors must complete a background screening form annually according to USA Volleyball.

All **Marlton VBC** members are covered under the KRVA liability and accident insurance policies. Members are covered while playing and practicing, as well as during other volleyball related activities. **Marlton VBC** members are also covered while traveling to and from sanctioned volleyball activities. The accident coverage is secondary to other insurance for all members and does NOT become primary in the absence of other coverage.

During the course of the season there may be other forms that must be filled out prior to participation in certain tournaments. Please be prepared to return the forms promptly.

### **Contact Information**

Mr. Jim Conner  
President

Mr. Rich Cifelli  
Club Director

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