



WOLVES VOLLEYBALL CLUB

HANDBOOK 2018



WOLVES VOLLEYBALL CLUB HANDBOOK *(updated November 28, 2017)*

1. Mission & Objectives

“The Wolves Volleyball Club strives to provide a high performance training environment that allows each athlete to reach their full potential.”

We aim to teach our athletes to cope with pressure, build confidence, balance multiple commitments, strive for academic success and live a life of integrity. Our goal is to prepare athletes in both sport and life.

WVC will train technical and tactical skills, knowledge of the game, intensified physical mental and nutritional training. Wolves Volleyball Club is aligning our club priorities with Canada Sport 4 Life and the Volleyball Canada Long-Term Athlete Development (LTAD) model.

WVC’s goal is to provide NCCP trained and certified head coaches for all teams and to take an interactive role in their growth and development. We have committed to providing professional development and in providing support in areas outside of their expertise.

We aim to create and develop relationships with players and parents in the community while exposing them to the life of a “Wolves Athlete”.

2. Commitment

“The focus of WVC is to build excellence in competitive volleyball.”

WVC supports and provides an avenue for players to play in their age group and level of ability. We recognize that players participate for a variety of reasons. WVC will attempt to satisfy as wide a range of players as possible in the 13U & 14U age groups, based on the availability of resources to do so.

In the 15U-16U age groups, a higher level of commitment is expected, and WVC will determine at what level each player will participate, and may limit the number of levels offered. Teams will be tiered according to their ability, with each team registering between 10-14 players.

3. Long Term Athlete Development (LTAD)

Volleyball Canada has clearly laid out objectives and seasonal planning tools to guide our coaches in providing the best training models for each age group.

For 13U-15U boys and girls, WVC will follow the “train to train developmental stage”, which focuses on learning and applying skills and tactics.

For 16U – 18U boys and girls, WVC will focus on “train to compete developmental stage” where training will optimize fitness preparation and position-specific skills. Players will become adept at competing at provincial and national levels. Athletes will be prepared for elite play at the college and university levels, or competitive play for recreation, or that they will continue to be active for life.

4. Excellence in our coaches and their ongoing development

“WVC’s goal is to provide NCCP trained and certified coaches for all teams and to take an interactive role in their growth and development.”

We have committed to providing professional development and in providing support in areas outside of their expertise. WVC expects all coaches to act in a professional, responsible and sportsmanlike manner at all times. All coaches must submit a Criminal Record Check (CRC) and a Vulnerable Sector Search before working with our athletes.

WVC is committed to building the qualifications and training of all of its coaches and welcomes all requests to attend courses and certifications to further their expertise. WVC will fund as many of these courses and trainings as the budget allows per year.

Please see **The Coaching Certification Policy Attachment A.**

5. High Performance Training Program

WVC is committed to training the “complete” athlete. We strongly believe in training athletes both on and off the court. As part of our Volleyball Club program fees, each player will receive strength and conditioning training as well as mental performance training to complete the athlete development process.

Strength and Conditioning designed by the Wolves Strength & Conditioning Coach.

13U/14U: One 20 – 30 minute on court session at start of season

15U/16U: 60min. on-court or weight room session, once per week for duration of season as schedule allows

17U/18U: 60min. circuit studio/weight room session, once per week for duration of season as schedule allows

Mental Performance led by a Certified Mental Performance Consultant.

13U/14U: One Mental training group session

15U/16U: Maximum of 4- one-hour mental training sessions throughout the season.

17U/18U: Maximum of 4- one-hour mental training sessions throughout the season.

Note: Teams are required to arrange these sessions directly with the Mental Performance Consultant

6. Tryouts

WVC tryouts begin on November 27th. A Tryout form is available to fill out and bring to the first practice. Registration with Volleyball Alberta is required before attending any tryout.

Tryouts are closed to parents and spectators to create a productive environment free from as many distractions as possible.

Team players will be selected on their try-out performance, displaying coach ability, athletic potential, strong work ethic, team member qualities, a positive attitude and sense of commitment. They will be evaluated on skill execution, ability to pass, setting, serving, hitting, blocking & defense.

Following the evaluation process, coaches will attempt to inform each player in an individual fashion of the final team picks. Only those players selected for teams will be contacted by coaches.

Please note: WVC abides by the tryout rules established by Volleyball Alberta.

As per Volleyball Alberta:

Volleyball Alberta strongly recommends: Clubs DO NOT facilitate any programs during the school season to prevent athlete participation overlapping between the two volleyball seasons.

The tryout period begins on Monday November 27, 2017 and lasts for a minimum of seven days; athletes cannot sign with a club until the Signing Date (Monday December 4, 2017) or later. The signing date is Monday, December 4. Tryouts may continue after the signing date until all teams have filled their remaining positions. Clubs may not collect any deposits for club fees until the signing date (or later) excluding a tryout fee.

7. Attendance at Practices and Competitions

Attendance at all practices, competitions, workouts and other meetings is strongly encouraged. It is critical to the success of the player's development and the development of the team. WVC recognizes that players may be involved in a variety of other activities that can affect the player attendance.

The higher the level of competition, the higher the expectations with regards to attendance. WVC supports involvement in other competitive activity, provided there is not a significant

overlap and conflict with the volleyball season. Early communication of potential conflicts is important.

WVC will make every effort to accommodate other activities with the expectation that WVC athletes will make every effort to commit to the volleyball season.

8. Practice Schedule & Gym time

The WVC books all practice times through the City of Grande Prairie and at the GPRC gymnasium. WVC works with the coaches to find a compatible schedule that works for the team. Gym cancellation requires 36 hour notice or the team will be charged a cancellation fee. Always leave the facility clean, remove garbage and bottles. Respect the facility and equipment. Practice frequency is determined by gymnasium availability and tournament schedules, but we try to adhere to an average of 2 practices per week per team.

9. Playing time

WVC is committed to developing all of its players. Each player will receive fair playing time.

All Volleyball Alberta and Volleyball Canada substitution and playing time regulations for the specific age groups will be followed. Please see **Attachment B: VA - New for 2018 Club Season**.

NOTE: FAIR playing time is different than EQUAL playing time. Playing time decisions will be based on the following factors: attendance, athlete readiness, attitude, injuries, and team composition and needs. Playing time will be determined at the coach's discretion.

10. Uniforms and Apparel

WVC will provide competition jerseys for each team as stock allows

All Wolves apparel other than uniforms will be purchased through the Ernie's Sports Experts online store at the **players own expense**. WVC will have an apparel fitting at our Parent/Athlete meeting scheduled in December.

The clothing available to purchase will be in the club-sanctioned colors and pre-approved. Any use of the Wolves logo requires permission from the Wolves Athletic Director.

11. WVC fees for 2017-2018 season

13U/14U - \$750

*Includes 1 Premier Tournament (Edmonton) and Provincials

Other Club tournaments are encouraged but the expenses will be up to each team to fund.

15U/16U - \$1260

*Includes 3 Premier Tournament and Provincials

Other Club tournaments are encouraged but the expenses will be up to each team to fund.

17U/18U - \$1260

*Includes 3 Premier Tournament and Provincials

Other Club tournaments are encouraged but the expenses will be up to each team to fund.

PLEASE NOTE:

- 1. Parents, players and coaches must understand that team budgets do NOT include club apparel fees and travel fees for the athletes (i.e. mileage, gas, hotels, flights, meals).**
- 2. These budgets do not include Nationals. Teams that are planning to attend Nationals will have to self-fund. Date to register for Nationals opens in early January so the intent to compete will have to be committed to early.**

Registration fees may be refunded for valid medical reasons. Decisions regarding the refund amount will be made on a case-by-case basis, and will include such factors as length of season played and fixed costs already paid out (i.e., Volleyball AB registration and insurance).

12. Player Registration

Once teams are selected, athletes must register and pay fees. All players must be in good standing with WVC by paying their registration fees by the final due date before they will be allowed to practice and compete. This will be strictly enforced.

Registration Dates:

13U/14U/15U/16U WOMEN Registration Opens:

December 11th, 2017

Final Due Date: January 07, 2018

13U/14U/15U/16U/17U/18U MEN

Registration Opens: December 11th, 2017

Final Due Date: January 07, 2018

13. Parent Managers

Each team will appoint a parent manager to assist with all off court activities and to act as a liaison between parents and coaches.

14. Parent Communication

The WVC holds a club wide Athlete/Parent meeting every December following the tryout process. All athletes and parents are required to attend this meeting. The meeting is very informative and includes staff and coaching introductions, season outlines, practice schedules, tournament dates, provincial and national championship dates, costs for the season and apparel fitting for the athletes and coaches.

15. Fundraising

Any fund raising being planned for Wolves Clubs must be reviewed and approved by the Athletic Director and the department of Community Relations before implementation. An Approval Form is attached. (Attachment C)

Some general guidelines:

1. Approved Donations and sponsorships may qualify.
2. Fund raising cannot be used to refund fees.
3. Fund raising is allowed for programs not covered by fees such as extra tournaments and team gear.

GPRC follows all Canada Revenue Agency rules and regulations concerning revenue generation. Pre-approval of projects ensures that these rules and regulations are adhered to.

Any and all questions, concerns, etc. regarding fund raising are to be directed to the Athletic Director.

16. Parent Guidelines

- a. Respect the coaches. They are volunteering their time and want the best for each and every player.
- b. Respect the officials. This is a tough job and they are doing their best. We cannot play without them. Please refrain from making any negative comments to or about them during a competition.
- c. Respect your teammates. We promote a positive learning experience. Look at the positives each player has done and support this development process.

17. Discipline Issues

Coaches, managers, players and parents are expected to follow the WVC Code of Conducts as signed prior to each club season. Coaches, managers and players can be suspended from a team for disciplinary reasons. Prior to suspending a player, coach or manager, the situation will be reviewed by the Operations Manager and the Wolves Athletic Director.

Recommendations will be made based on the information presented. During out of town competition, or when the Operations Manager is not available, the head coach has the discretion to temporarily suspend a player for a serious violation of the Player Code of Conduct. The coach will complete a player incident report and submit it to the Wolves Club Coordinator immediately upon returning home. The Operations Manager will review the incident, in consultation with the coach, to determine any ongoing action. The Operations Manager is authorized to review parents' actions regarding abusive or otherwise unacceptable behavior directed towards coaches, officials, WVC or opposing players, or other spectators. Appropriate action will be taken depending on the severity of the behavior. WVC reserves the right to deny access of parents to the facility in which competitions and practices occur for inappropriate behavior.

18. Complaint Procedure

1. If you wish to discuss anything regarding a game, concerns or questions please wait 24 hours. This will allow everyone time to think about the question and its relevance, its positivity and whether it is about you or your child.
 2. Meet with the coach. If you wish to have a discussion, involving playing time or any aspect of the season that does not involve a medical issue this meeting will occur only with the presence of your son/daughter.
 3. The process for raising concerns is as follows.
 - a. Player to coach
 - b. Player and parent with coach
 - c. Parent with coach and Operations Manager
- The Parent Manager will be involved with items b and c.

WVC reserves the right to exclude the person from WVC activities prior to resolution of the complaint if there is a concern for safety or potential liability.



2018 Coaching Requirements

All staff sitting on the bench at Provincial/National Championships must have submitted a criminal record check through their respective Provincial/Territorial Volleyball Association (PTA).

All HEAD COACHES must meet the standards below by the deadline date assigned by your PTA (contact your PTA for details). In a situation where the head coach must be replaced at Nationals, the replacement must have a criminal record check, MED Online Evaluation and Making Head Way, at a minimum.

Appearance at a Provincial Championships beginning in	Requirements	Fine
1st year	<ul style="list-style-type: none">Volleyball eLearningMake Ethical Decisions Online EvaluationMaking Head Way (Generic)	\$200
2nd year	<ul style="list-style-type: none">All items aboveDevelopment Coach Volleyball Workshop or Technical 1	\$300
3rd year and thereafter	<ul style="list-style-type: none">All items aboveMulti Sport Modules: Planning a Practice, Nutrition or Theory 1Development Coach Evaluation or Practical 1	May not participate

HEAD COACHES OF 16U, 15U, 14U TEAMS

1st year	<ul style="list-style-type: none">Volleyball eLearningMake Ethical Decisions Online EvaluationMaking Head Way (Generic)Development Coach Volleyball Workshop or Technical 1	\$200
2nd year	<ul style="list-style-type: none">All items aboveMulti Sport Modules: Planning a Practice, NutritionAdvanced Development Volleyball Workshop or Technical 2	\$300
3rd year and thereafter	<ul style="list-style-type: none">All items aboveMulti Sport Modules: Design a Basic Sport Program, Basic Mental Skills or Theory 2Advanced Development Coach Evaluation or Practical 2	May not participate

HEAD COACHES OF 18U, 17U TEAMS

Note: Coaches moving from 14/15/16U to 17/18U are considered a first year coach in that age group. Coaches moving from 17/18U to 14/15/16U are considered a second year coach in that age group.

Note: It is strongly recommended that Assistant Coaches and Staff Personnel complete: Volleyball eLearning, Make Ethical Decisions Online Evaluation (Comp-Int version) and Making Head Way.

Development Coach Certification process: <http://coach.volleyball.ca/?page=209>

Advanced Development Coach Certification process: <http://coach.volleyball.ca/?page=211>

Contact your local Volleyball Association here: <http://coach.volleyball.ca/index.php?page=248>



New for 2017 Club Season

Volleyball Alberta has released our 2018 Season Planner and Competition Regulations. In an effort to help our members understand the changes that have occurred since last season, we have compiled this abbreviated "New for 2018" document. If you have any questions, please refer to our 2018 Season Planner before contacting us.

Eligibility for Club Volleyball

- **Age Categories:** Volleyball Canada's Domestic Development Committee recently voted to adopt the following **Age Categories for the 2018 Volleyball Canada National Championships**.
- 13U: Athletes born from September 1, 2004 to Dec 31 2005 (16 months)
- 14U: Athletes born from September 1, 2003 to Dec 31 2004 (16 months)
- 15U: Athletes born from September 1, 2002 to Dec 31 2003 (16 months)
- 16U: Athletes born from September 1, 2001 to Dec 31 2002 (16 months)
- 17U*: Athletes born from September 1, 2000 to Dec 31 2001 (16 months) *Athletes on a current CCAA or CIS volleyball roster will not be permitted to play in the 17U age class regardless of birthdate.
- 18U: Athletes born from September 1, 1999 to Dec 31 2000 (16 months). Please note: An Overage Exemption form is no longer required.
- Adult: Open

Volleyball Alberta Signing Policy & Tryout Information

Volleyball Alberta (VA) has adopted an official Signing Policy using an offer & commitment process For the 2017/18 Season. Please visit <http://www.volleyballalberta.ca/node/322> to read all of the details

Membership & Tournament Fees

Membership Fees: Membership fees include a Volleyball Alberta (VA) and Volleyball Canada (VC) component. VA fees remain the same as 2015/2016. VC's full member fees have increased to \$27.00 (from \$26.00 in 2015-2016)

Tournament Fees: The Volleyball Alberta Tournament Entry Fee (Indoor) has increased to \$575.00 per tournament. Volleyball Alberta will consider late entries into a tournament at the sole discretion of the Program Director for that age category. Program Directors will consider the impact of adding a team to the draw using factors such as facility space, timing of the request, and other tournament logistics. If a late entry request is granted, a \$100 late fee will be charged in addition to the entry fee. **There are no guarantees that late entries will be accepted!**

Accommodations and Travel

Accommodation (Host Hotels)

Volleyball Alberta is pleased to announce that [HTG Sports](#) has signed on to be its new Housing Partner beginning in the 2017 season. The multi-year partnership will ensure our clubs and teams receive excellent service, quality hotels and great rates at Volleyball Alberta Host Hotels. Please visit their website to secure your hotel booking at <https://secure.htgsports.com/HRMS.nsf/VolleyballAlberta?OpenPage> or call 1-800-668-5596.

Rental Vehicle Discount for VA members: Volleyball Alberta members will receive 5% off the retail rental rate when booking with Enterprise and 10% off the retail rental rate when booking with National. Our Enterprise Representative Dia Syed can be reached at 587-338-5999 or Dia.M.Syed@ehi.ca for any vehicle booking questions.

Travel Outside of Canada: A letter of good standing is required by other national volleyball federations when you participate in their sanctioned events. Example: A club located in Alberta travels to participate in a USA Volleyball sanctioned event. Registered teams and individuals within the same club qualify to receive a letter in good standing; the letter will be valid until August 31.

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Sponsor/Donor and Fundraising Clearance Form

This form was created to assist GPRC in the coordination of fundraising activities throughout the College. Sponsor/donor and fundraising clearance is important as it ensures support from current and potential supporters is leveraged; relationships with sponsors and donors are developed and maintained; proposed projects are in line with College priorities; monies raised are tracked and receipted; and gifts are acknowledged consistently and in accordance with College policies.

Prior to any solicitation or other fundraising activity, please ensure:

- 1) this form is approved and signed by the Chair or Director of the department to which funds are to be directed;
- 2) the completed form is e-mailed to <mailto:harbeauwood@gprc.ab.ca> Community Relations; or faxed to 780-539-2731;
- 3) A response from Community Relations is received; 4) if you plan to hold a prize draw or raffle, Community Relations is contacted for the necessary licenses.

Brief description of anticipated project (*e.g. soliciting program sponsorship from a local business, holding a raffle, or hosting a charity BBQ*)

What fundraising activities are being planned? (*Please list all – e.g. prospect solicitation, raffle/draw, auction, or dinner event*)

Is the intent to solicit gift-in-kind (*physical items*), money or both?

Fundraising goal

Start/end date(s)

\$ _____

Proposed use of proceeds

Who are you planning to approach for
Donation/sponsorship?

Your request
(*e.g. cash, gift card, item*)

Estimated value

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

Please attach sheet if more rows are needed.

Estimated event expenses (*e.g. advertising, prizes, catering*)

\$ _____

\$ _____

\$ _____

\$ _____

Please attach sheet if more rows are needed

If you are proposing to host a fundraising event, please complete this section:

Event name _____ proposed timing/date: _____

Event location _____	Anticipated number of guests _____
Is this event open to the public? _____	Will invitations be sent? _____
Are you selling tickets to the event? _____	Ticket cost _____
What is included in the ticket price and what are these items valued at? _____	
How is the event being promoted? _____	

Name of Project Lead	Contact e-mail	Contact #
_____	_____	_____

Relationship to GPRC: Staff ☐ Faculty ☐ Student ☐ Other ☐ _____

Name of Chair/Director	Signature of Chair/Director	Date
_____	_____	_____

Approved by Community Relations:

Name	Signature	Date
_____	_____	_____

Notes:



Applications should be completed as soon as possible in order to process the letter in time for the tournament's deadline (an administration fee may be charged for rush requests), applications will only be accepted for clubs registered prior to June 30 of that season. The application may be found on our Club page at <http://www.volleyballalberta.ca/node/40>

Police Information Checks (ALL individuals in Leadership roles)

Volleyball Alberta requires mandatory Police Information Checks (PIC), Police Vulnerable Sector Checks (PVSC) and Yearly Disclosure Forms for ALL individuals in leadership roles. This includes all Staff, Directors, Chairs, Coaches (head and assistant coach), Managers (**includes administrative as there is access to personal information**), Trainers, Team contacts, Officials, and Chaperones. Applicants are responsible for all costs associated with this process. Please visit the following webpage for more details on this process: <http://www.volleyballalberta.ca/node/88>. The Club deadline for submitting PIC & PVSC's & Yearly disclosure forms to Volleyball Alberta is

January 31. Clubs failing to submit their Club Sign-Off sheet with completed PIC's/PVSC's/Yearly Disclosure Forms for all people in Leadership Roles prior to January 31 will be subject to a \$100 fine per person (coach/assistant coach/manager/trainer/team contact). **Participants in Leadership roles who have not submitted PIC's/PVSC's/Yearly disclosure forms will not be eligible to participate until the completed forms have been submitted and any fines have been paid.**

Teams and/or individuals who register after the January 31 deadline will be required to submit their PIC's/PVSC's/Yearly Disclosure Forms two weeks prior to their first tournament.

Coach Certification Standards

Beginning the 2016/17 season Head Coaches must follow the [NEW NCCP certification requirements](#). Even certified coaches may not have some of the training required, so read the policy carefully. The standards are posted at <http://www.volleyballalberta.ca/node/74> and must be met by March 30, 2017.

Uniforms

Each registered team shall be appropriately dressed for competition as per the [Volleyball Canada rulebook](#). There have been some adjustments to the rules regarding uniforms for 2017. Uniform guidelines can be found on our website at: <http://www.volleyballalberta.ca/node/82>. **Prior to ordering uniforms, we strongly advise teams to submit proofs of the uniforms to Ryan Bunyan for approval at <http://www.volleyballalberta.ca/who-we-are-contact-us>.** Uniforms that do not comply with the rules of the game will be the responsibility of the team/club to fix at their own expense

13U Age Class

Time Outs – Coaches will be allowed to call **3** time-outs in sets 1 and 2 as there are no substitutions permitted. The option of a 3rd time-out may help coaches to manage and alleviate stress in athletes. As set three allows substitutions, only 2 time-outs will be permitted.

14U Age Class

Developmental Substitution Rule (changed to align with Volleyball Canada's National Championships)

- All players listed on the score sheet must start the first or second set.
- Substitutions are not permitted in the first or second set. In the case of injury, an Exceptional Substitution may be made. The injured/ill player may not return to the same set, but may return to play in subsequent sets.
- Any line up can be used at the start of the third set. Teams are strongly encouraged to distribute playing time among all players on the team.
- Coaches will be allowed to call **3** time-outs in sets 1 and 2 as there are no substitutions, the option of a 3rd timeout may help coaches to manage and alleviate stress in athletes. As set three allows substitutions, only 2 time-outs will be permitted. **Note: A third time-out will not be permitted at Volleyball Canada National Championships.**

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13U-18U Age Classes

Coaches will pick-up Official Tournament Rosters from Venue Coordinators prior to their first match at each tournament. Only athletes & team staff who appear on the Official Roster will be allowed to participate in the tournament.

The Gold Medalists in Division 1 at the Provincial Championships will have their **Provincial Championships entry fee** reimbursed by Volleyball Alberta. www.volleyballalberta.ca

Membership Waiver Form

All athletes, club and team staff must fill in and sign the Volleyball Alberta Membership Waiver and Code of Conduct form and return it to the club or team contact responsible for on-line registration. **Clubs and teams will be required to keep all waiver forms on file in case Volleyball Alberta requests them.** All athletes 17 years or under will be required to have a parent or guardian sign the waiver form. An athlete and parent/guardian must sign the Membership Waiver form either during the Signing Period or on or after the Signing Date to make an official commitment to the club. **The Membership Waiver Form and Athlete Code of Conduct/Club Commitment Forms are the ONLY agreements recognized by Volleyball Alberta.** No further communication or contact from other clubs can be made with an athlete once they have signed. The athlete is committed to that club for a minimum of one season (Signing Date – June 30). The yearly signing date will be publicized at: <http://www.volleyballalberta.ca/node/40>

VA Membership Categories (check all that apply):

Player	Coach	Administrator
Recreational	Head Coach	Club Executive/Staff
12U	CC# (NCCP#):	Club Contact
13U		Team Contact
14U	Assistant Coach	Team Manager
15U	CC# (NCCP#):	Volunteer
16U		
17U		
18U		
Adult		

Waiver & Indemnification

Upon acceptance as a member of Volleyball Alberta, I agree to abide by the policies and procedures of Volleyball Alberta. As a member of Volleyball Alberta, I shall uphold the high standards of Volleyball Alberta and shall never do anything to damage the reputation of Volleyball Alberta. I understand and agree that Volleyball Alberta and/or any of its officials, affiliates, or sponsors are not responsible for any injury, damage, or loss resulting from any accident from known or unknown conditions howsoever caused. I also understand and agree that any violation of this contract may result in the immediate termination of my membership.

Privacy Policy

By providing Volleyball Alberta with your personal information on this membership form and the on-line registration system, you are giving consent to Volleyball Alberta to collect and use your personal information for the purposes as set out in the Volleyball Alberta Privacy Policy. Please visit <http://www.volleyballalberta.ca/node/88> for more information.

Athlete's Name

Email Address

Date



Parent/Guardian Name Parent/Guardian's Signature
(If Applicant is 17 or under)

Date

Athlete & Parent/Guardian Code of Conduct

Athletes

1. I will participate in volleyball alcohol and drug free.
2. I will respect everyone involved in my volleyball experience: parents, coaches, teammates, officials, and opponents; because without them, there would not be a game.
3. I will never use violence or bad language, nor will I harass players, coaches, officials, or other spectators. I will express my disapproval in an appropriate manner to the proper officials and Volleyball Alberta contacts.
4. I will remember that coaches and officials are there to help me. I will accept their decisions and appreciate the challenges of their position.
5. I will remember that winning isn't everything, and to control my temper when things are not going my way. Having fun, improving skills, helping my teammates become better players, and doing my best are more important than winning games.
6. I will respect the facilities that I use with my team: gymnasiums, schools, restaurants, hotels, and washrooms. I will remember to put all my garbage in the trash bins and not use volleyballs in school hallways and hotel rooms.
7. I will remember to be a team player, because volleyball is a true team sport.

Athlete Name

Athlete Signature

Date

Parents/Guardians

1. I will attend VA events alcohol and drug free.
2. I will remember that children play volleyball for their enjoyment, not mine.
3. I will never question an officials/coaches' decision in public.
4. I will never use violence or bad language, nor will I harass players, coaches, officials, or other spectators. I will express my disapproval in an appropriate manner to the proper officials, club and Volleyball Alberta contacts.
5. I will remember that children learn best by example, and will demonstrate good sportsmanship and applaud all good plays by both my child's team and their opponents.
6. I will take an interest in my child's team by taking turns supervising and assisting at tournaments and team functions.
7. I will have a positive attitude towards volleyball and will emphasize the cooperative nature of the sport.

Parent/Guardian #1- Name

Parent/Guardian #1- Signature

Date



Parent/Guardian #2- Name

Parent/Guardian #2- Signature

Date



Club Commitment

Name of Athlete: _____

Date: _____

Club Name: _____ (required)

Team Name: _____ (required)

Age Category/Gender: _____ (required)

Name of Coach: _____ (required)

By signing this form, the athlete and the club are committing to each other for a minimum of one season (Signing Date until June 30). In addition to the above terms, we **strongly recommend a Club Contract be signed outlining information such as: Club fees (what they include/exclude, payment terms, refund policy), practice schedule and locations, tournament dates, travel arrangements, any conflicts the athlete may have with team commitments, club philosophy, coaching philosophy, and playing time philosophies.** The yearly signing date will be publicized at <http://www.volleyballalberta.ca/node/40>

Signature Date _____ Athlete's

Parent/Guardian Name Parent/Guardian Signature Date
(If Applicant is 17 or under)

Verification of Age: By signing this document, the club representative is verifying that he/she has seen this individual's government issued identification and that the individual's birth date and year are correctly listed below. (Volleyball Alberta may request proof of registration and a copy of the individual's birth certificate at any time).

Athlete's Date of Birth (DD/MM/YYYY)

Club Representative's Name

Club Representative's Signature

Athletes and clubs are required to keep a copy of ALL forms (Volleyball Alberta Commitment Form, Volleyball Alberta Membership Waiver Form & Athlete Code of Conduct).

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Adult		

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Upon acceptance as a member of Volleyball Alberta, I agree to abide by the policies and procedures of Volleyball Alberta. As a member of Volleyball Alberta, I shall uphold the high standards of Volleyball Alberta and shall never do anything to damage the reputation of Volleyball Alberta. I understand and agree that Volleyball Alberta and/or any of its officials, affiliates, or sponsors are not responsible for any injury, damage, or loss resulting from any accident from known or unknown conditions howsoever caused. I also understand and agree that any violation of this contract may result in the immediate termination of my membership.

Privacy Policy

By providing Volleyball Alberta with your personal information on this membership form and the on-line registration system, you are giving consent to Volleyball Alberta to collect and use your personal information for the purposes as set out in the Volleyball Alberta Privacy Policy. Please visit <http://www.volleyballalberta.ca/node/88> for more information.

Athlete's Name

Email Address

Date

Parent/Guardian Name Parent/Guardian's Signature
(If Applicant is 17 or under)

Date

Team Staff & Administrators Code of Conduct

Coaches

1. I will participate in volleyball alcohol and drug free.
2. I will ensure that all players receive equal instruction and support. My main objective will be to develop their skills to the best of my ability.
3. I will teach my players to participate fairly in the spirit of good sportsmanship, and to respect the rules, coaches, officials, and opponents.
4. I will never use violence or bad language, nor will I harass players, coaches, officials, or other spectators. I will express my disapproval in an appropriate manner to the proper officials, club and Volleyball Alberta contacts.
5. I will be open and honest with athletes and parents about my coaching philosophy, particularly regarding playing time and the athlete's role on the team.
6. I will ensure the team is properly supervised at all times for their safety and to ensure they are behaving to the standards set by the team and/or association.
7. I will lead by example and demonstrate good sportsmanship and leadership qualities. I will not yell at officials but work cooperatively with them for the benefit of the game.
8. I will be reasonable when setting practices, games and curfews, and will keep the athletes/teams' best interests in mind.

Coach- Name

Coach- Signature

Date

Club Directors/Volunteers

1. I will attend Volleyball Alberta events alcohol and drug free.
2. I will ensure that I have read and follow the policies and procedures of Volleyball Alberta and will distribute relevant information to my coaches & athletes.
3. I will ensure that all members of my club receive respectful treatment.
4. I will develop systems and strategies to deal with the concerns of athletes and parents within my club.
5. I will work cooperatively with Volleyball Alberta to address any concerns I have and strive to improve our association as a whole.
6. I will ensure that the club is transparent when dealing with financial matters.
7. I will ensure breaches to our club policies are dealt with in an efficient and fair manner and that we have a procedure in place for athletes and parents to appeal any club decisions.

Name

Signature

Date



Team Manager Job Description

Duties and Responsibilities: Team

- The team manager is the liaison between the coaches and the parents.
- The team manager may also be the liaison between the team and any of the GPRC designates.
- Female teams with male coaches must have female manager and/or female coach present on the bench at all times. The same applies to male teams with female coaches.
- Attend any and all meetings as required as team representative.
- Conduct regular parent meetings to discuss team updates.
- Confirm with college designate extra gym or pitch time needed, be aware of booking procedures.

Budget

- Managers are responsible to budget for any extra pitch bookings and tournament fees that are not covered under the club registration fees. Extra fees might also include team meals, first aid equipment etc.

Fundraising

- Email GPRC Designate before beginning any fundraising activities to make sure that you are following GPRC policy.

Apparel

- All WVB merchandise must be purchased at Ernie's Pro Sport. We have set up an online clothing store for all approved Wolves Clothing. Please direct parents to the online website for purchases.

Dress Code

- Wolves Volleyball Coaches, Managers, and Players are required to wear team apparel when representing their teams at tournaments and or team/club functions. Clothing can be purchased through Ernie's Pro Sport online clothing store.

Tournaments

- Please review tournament selections provided at meeting. Once tournaments have been confirmed a GPRC designate will register your team and provide a roster.

Hotel Bookings

- Hotel bookings can be organized through the team manager or individually per family.

Gym Bookings

- GPRC has reserved gyms in the city for team practices. A spreadsheet of gyms will be available and will be forwarded to all coaches for them to pick the times most appropriate to fit team needs. Once completed any requests for changes or cancellations must be made within 72 hours (weekends are not included) of practice changes or cancellations. U13/14 teams are limited to 2 practices/week. Older age group may be allowed 3 practices per week depending on availability of gym time and upon requests. To control budgets any gym time not confirmed will be cancelled.

Media

- Wolves Volleyball wants to make sure our teams are recognized for their medal wins after tournaments.
- Please contact our GPRC designate with a team picture in jpeg or png, with names and a short paragraph on the tournament weekend. We will post on our GPRC Wolves website and on our Facebook page.

Coordinating Lines/Scorekeepers if required for tournament.

- AVA rules sanction that each team may have to supply one scorekeeper and one linesperson during tournaments. This may include the games following your teams. Please have a list of parent volunteers who would be willing to help out.

Criminal Record Checks

- The WVB club requires **ALL COACHES AND MANAGERS** to have a criminal record check. You will not be able to coach or manage a team without it. Please do ASAP as it often takes time to have this completed.

Equipment

- You are responsible for your team equipment! Please make arrangements for pick of equipment and jerseys through the GPRC designate.



GPRC Designates for Wolves Club Volleyball

Fundraising	Francois Fournier	ffournier@gprc.ab.ca
Gym Bookings & Cancellations	Dwayne Head	dhead@gprc.ab.ca
Equipment & Jerseys	Matt Clegg	mclegg@gprc.ab.ca
Registration/Travel Reimbursements	Barb Shmyr	bshmyr@gprc.ab.ca
Clothing	Barb Shmyr	bshmyr@gprc.ab.ca

Please refer to our parent handbook for any other information.
Thank you,

Wolves Club Volleyball