

VIP Volleyball Player & Parent Handbook 2023-2024



At VIP Volleyball LLC, we are dedicated to developing our players with strong fundamentals and technical skill instruction. We will also be encouraging responsibility through life lessons, both on and off the court. We prepare players with the physical and mental skills they need to be better athletes, overcome obstacles, and achieve their goals. We are committed to provide a training environment for all to develop competitive volleyball skills, build confidence and leadership but most importantly, have fun!

VIP PHILOSOPHY:

- Strive to make decisions based on what is best for the athletes.
- Train athletes to excel at higher levels of competition.
- Integrate coaching strategies and techniques at each age level so players can take what they have learned and apply it throughout their volleyball careers.
- Sustain a coaching philosophy throughout the club based on positive reinforcement, accountability, and motivation.
- Advise and mentor our athletes to timely and effectively market them to college volleyball programs.

PLAYER EXPECTATIONS:

Practices: Teams will generally practice two to three times a week depending on the level of the team. Gym availability may prevent having practice three times a week. ***(All practices are closed to parents and guardians, except Team Parents)***

Practice Attendance - If a player misses more than 15% of practices for non-legitimate excuses the player can be released from the VIP Volleyball without refund of club fees. It is the parent's and player's responsibility to make all practices, tournaments, and team functions. Players will be required to make up a practice by attending another team's practice.

Legitimate Excuses - Only a serious illness that keeps the athlete home from school or a genuine family emergency are legitimate excuses for missing practice.

Acceptable Absence Examples:

- Academic Event- if possible, need 2 weeks' notice for tournaments (examples ACT/ SAT, and academic activities where a grade is given)
- Injury with a Dr's Note keeping them from practice (i.e., Concussion)
- Planned family vacation with prior approval from coach (min of 4 weeks' notice)

Unacceptable Absence Examples:

- Too tired to practice.
- Attending a birthday party
- Concert tickets
- Prom/ Homecoming/ School Dance
- Work
- All others not mentioned above.



Arrive at practice at least 15 minutes early: The scheduled time is the start time for practice, not the arrival time. **Tardiness can result in loss of playing time.*

All Practices for all age groups 10 -18 are closed practices. Parent and/or guardian **cannot** enter the practice facility.

All coaches, athletes and parents will treat the practice facilities with respect. VIP Volleyball has a zero-tolerance policy regarding facility and custodial disrespect.

Athletes are encouraged to bring their own water bottles to practice.

Athletes are required to assist coaches with set up and tear down of practice equipment. However, they are not to begin setting up nets or other equipment without a coach present.

Practice is a time for coaches and players to work together to improve the individual skills of the athletes and to become a more cohesive team. Athletes are expected to work hard at every practice, be cooperative with the players, as well as coaches. If a player is not respectful of the learning environment the athlete may be dismissed from practice.

If an athlete cannot make it to practice for any reason it is their responsibility to contact their coach and explain why they will not be there. All messages to the coach must be done in the Playmetrics app.

If a practice is cancelled, the coach will notify everyone on the team in advance by messaging the team chat in Playmetrics or email to get the word to the team.

Practice times and gym location may change due to availability. The Club administration will do their very best to keep practice times and locations consistent. Please keep in mind we use Gilbert Public & Mesa Public school facilities, and the schools may have functions that determine when we can use the facilities. Using the school facilities helps the club keep the club fees down which saves money for every family participating in the club. We want to keep the club affordable for all!

When practices are not held due to a holiday, we move the practice to the following day for any team affected. They may share a gym with another team at another location. The club administration will try to keep the team(s) at the same location whenever possible.

All players need to complete the online down ref, line judge, libero tracking and score book courses assigned by the coach before their first tournament.

Players 18 years of age and/or they turn 18 years of age during the club volleyball season must complete the safe sport course online.

Practice Attire: Wear the VIP issued training (any VIP shirt or college shirt is appropriate) gear for practices. Players **should not** be wearing their game spandex or jerseys for practices unless coach requests.



Multi-sport athletes: Being a multi-sport athlete is an integral part of being an athlete. However, if a player expects to miss more than 15% of practices, we suggest they reconsider participation on certain teams.

- **Players are expected to be present at every practice.**
- **Legitimate Excuses** - Only a serious illness that keeps the athlete home from school or a genuine family emergency are legitimate excuses for missing practice.
- Players are expected to be present at every tournament. Tournaments for VIP VB are viewed as **top priority**.

Tournaments: Teams may play seven to nine (7 to 9) tournaments which includes AZ Regional Championships depending on age group. Most of these tournaments are one-day tournaments within 1 to 3 hours driving distance. The following is a list of rules for tournaments. Athletes and/or parents are responsible for transportation to and from tournament site.

- Coaches are not to provide transportation for team members. We distinguish between travel to training, practice, and local tournaments (“local travel”) and team travel involving an overnight stay (“team travel”).
- The team and its coaches, managers or administrators should avoid responsibility for arranging or coordinating local travel. It is the responsibility of the parents/guardians to ensure the person transporting the minor player maintains the 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 state laws. The employees, coaches and/or volunteers of VIP VB or one of its teams, who are not also acting as a parent, shall not drive alone with an unrelated minor player.
- Arrive at the tournament site at least 1 hour before the start of the tournament starting match. It is the coach’s responsibility to communicate the arrival time for each tournament. Each tournament can have a different start time so please check the tournament info on our Playmetrics App.
- Athletes are expected to be on the court, dressed in uniform ready to play, at the time designated by the Club. We require athletes to bring ALL of their jerseys each day of a tournament. It is inexcusable for athletes to arrive late. Athletes who are consistently late or miss will potentially risk their playing time or spots on the team.
- When athletes are not playing in matches, warming up, officiating, or scouting with their team, they are expected to be supporting the Club at an assigned court. Athletes can get food, and then report to support their Club as a team. At NO time during a tournament is an athlete to leave their team until their coach releases them at the end of the day. We arrive, play and leave the event as a team. Athletes, who need to leave the court must notify their coach of where they are going and take at least one teammate or adult with them.
- Athletes are encouraged to bring their own drinks to tournaments. However, coolers are not allowed inside at any sanctioned event.
- Parents, friends, and family members are expected to cheer for the team and Club in a positive manner. Those who direct negative language, obscene gestures or derogatory remarks towards athletes, coaches, officials, or spectators will be



asked to leave the tournament venue. At all times, adults are expected to serve as positive role models. The Club reserves the right to remove an athlete from the team if she or members of her family demonstrate inappropriate behavior and/or unsportsmanlike conduct.

- Parents, athletes, friends, and family members are NOT permitted to approach a coach, director, or staff member during a tournament to discuss coaching decisions in person or electronically. The proper protocol for communicating concerns is set forth in this Handbook. Those athletes or families who break this rule will be given one warning. If it happens a second time, the Club reserves the right to remove an athlete from the tournament and/or team without relief from financial responsibilities or a refund.
- Inability to attend a tournament is not a reason for refund of any club fees.
- Athletes must bring medical history form and USAV & AAU membership card to every tournament.
- The team camp area must be cleaned up entirely before anyone leaves the tournament site.
- No athlete may leave the tournament site until his/her entire team can leave.
- Cell phones are NOT permitted during a tournament. Family representatives will either collect phones prior to the start of the day and return them at the end, OR request that all phones stay in the car or hotel. If an athlete needs to use a phone to contact a parent, then they can ask to briefly use the phone. We understand, many athletes use their phone for music to play- during breaks between matches players should be bonding with their team.
- Sightseeing is acceptable AFTER the tournament has concluded for the athletes. Athletes should not visit amusement parks or sightsee (ex: long walking activities) the day prior to or during the day(s) of play. We expect athletes to be fully rested.
- If an athlete cannot attend a tournament the coach must be notified ASAP.

Unexcused Absences from Tournaments:

- 1st Unexcused Tournament Absence - \$75 fine and in-person meeting scheduled with player, parent/guardian, and coaching staff.
- 2nd Unexcused Tournament Absence - \$150 fine and in-person meeting scheduled with player, parent/guardian, and coaching staff.
- 3rd Unexcused Tournament Absence- removal from the team

Travel Tournaments: The Club has some teams that travel regularly, some teams where travel is a few events per season, and some teams where there is only local travel. The Club prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment, and hazing, all as described in this Handbook. The Club has established policies to guide our travel, minimize one-on-one interactions, and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase athlete safety and improve the athlete's experience while keeping travel a fun and enjoyable experience. The cost for transportation and lodging is not included in the yearly fees and is the responsibility of the athlete and her family. We include the above and the following expectations for all travel tournaments:



- a) “Local Travel” occurs when the Club does not sponsor, coordinate or arrange for travel.
- Parents/guardians are responsible for making all arrangements for Local Travel. It is the sole responsibility of the parents/guardians to ensure the person transporting the athlete maintains the 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 state laws.
 - The employees, coaches, and/or volunteers of the Club or one of its teams, who are not also acting as a parent, should not drive alone with an unrelated athlete unless they have prior written permission from the parent/guardian.
- b) “Team Travel” is overnight travel that occurs when the Club arranges accommodations for travel so that teams can compete locally, regionally, or nationally. Because of the greater distances, staff may travel with the athletes.
- The Club will provide reasonable advance notice before Team Travel, including designated team hotels for overnight stays. Parent representatives will help with lodging details. All athletes are required to stay with the Club. All athletes must arrive at the Club hotel and check-in the day before play (for any tournament that is 4+ hours away) no later than 4 p.m., regardless of the wave.
 - Parents/guardians are solely responsible for the transportation of their athlete(s). If a parent/guardian cannot accompany an athlete, she is responsible for finding a teammate or family member that the athlete can travel and stay with.
 - Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with an athlete (unless the coach is the parent, guardian, or sibling of the athlete).
 - Club families will conduct themselves in a respectable manner while staying at hotels. We will treat ourselves as guests of the hotel, and we will respect all employees and other guests. The Club community will be expected to follow the hotel curfew for the lounge areas, and all athletes will be in their rooms no later than 11 p.m. regardless of wave (coaches may set an earlier curfew). Any athlete, parent, or guardian that demonstrates unacceptable behavior at the hotel may be removed from the Club without the release of financial responsibility or refund.
 - Meetings between a coach and a team 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 athlete.
 - No coach or chaperone shall at any time be under the influence of drugs or alcohol while performing their respective coaching and/or chaperoning duties.



- If disciplinary action against an athlete is required while the athlete is traveling without his/her parents, then the Family will be notified before any action is taken, or promptly after when immediate action is necessary.
- While staying at hotels (or likewise), athletes will not use the swimming pools or hot tubs for any reason the day before or during a tournament. All swimming or sunbathing may be done following the final match of the tournament.

Officiating: Officiating is the responsibility of the entire team. No exceptions.

Under no circumstances are athletes to have any electronics on their person while officiating. A fine of \$100 will be assessed to a club if players are found to have electronics while officiating. VIP Volleyball will fine the player the amount the tournament has fined the club.

Coaches and or team parent (approved chaperone) must stay at the scorer's table while their team is officiating.

Each team is to have at least three (3) players tested down officials and three (3) tested bookkeepers by the end of their second tournament, this is a VIP Officiating protocol.

There will be a 13-point deduction on a teams' next playing match for food or beverages other than water at the officiating table.

VIP Athletes are required by the club to wear court shoes while officiating as a R2 or line judges.

Every player is required to stay at a tournament site until the entire team can leave. Do not ask the coach if you can leave early.

Uniforms: The uniform package is different for each level.

- All athletes in each tier will wear the assigned practice shirt each day. Athletes are required to wear black spandex, black, or white socks. If athletes would like to wear long sleeves, they must wear it under their assigned training shirt, and it must be a long sleeve Club or college top.
- For tournaments, the Club requires that each athlete wear Club-issued uniforms. Ankle supports are encouraged and will be the discretion of the coach if required. During tournaments, athletes are required to have on their Club warm-up and match their teammates if not playing. The jersey schedule for each tournament will be given to the family of the athlete prior to Day 1.
- Athletes who lose or damage part of their uniform will be charged a fee to replace the lost or damaged item. Practice t-shirts are considered damaged if they are cut or ripped in any way.



PARENT EXPECTATIONS:

Uniqueness of the game: Volleyball is one of the most team-oriented sports. One player cannot win a game for a team, just as one player does not cause a loss. Parents, please remember many times the player who causes the error is not the last player to touch the ball. Errors occur during every point. Parents need to assist coaches in teaching players that no one is ever trying to play poorly. As parents support and encourage the entire team rather than solely their daughter, the team will come together faster and play better.

Players watch their parents as much as parents watch their players. Remember every girl on the team is someone's daughter and deserves the support and respect you wish for your daughter to have.

Relax and let them play: In our spectator enthusiasm, we are often primed to issue instructions that are contrary to those of the coach. Please let the instruction come from the coach and the cheering come from you. After all you are paying a lot of money for professional coaches; please let them do their job.

Referees are to be always treated respectfully. Abusing referees will not be tolerated and dealt with immediately. Abusive or disrespectful actions towards referees can result in points awarded to opponents, dismissal from tournament sites or fines placed on the club. Fines placed on the club due to disrespect towards referees will be passed onto the parent who showed the disrespect.

Please think before criticizing anyone connected with your daughter's team or club. Criticism is contagious and often hurtful; the damage caused could be irreversible.

Transportation: Parents need to drop off and pick up their players on time. Please remember coaches may have families or other responsibilities waiting for them after practice. Parents may assist in transportation to and from tournaments. However, players are not to drive if other teammates are in the car.

Playing Time: The #1 concern parents and players have related to club volleyball seems to revolve around playing time. VIP Volleyball has the philosophy that you are paying for instruction time during practice. Playing time is decided based on attendance to practice, attitude, effort, performance, team's need at that time and the team's needs in the future. We **do not** guarantee playing time at any event. It is our desire for all VIP players to have a great experience, to be challenged and improve through equitable practice opportunities, and enjoy the tournament experience both on and off the court.

As parents, please understand that our coach's primary focus at tournaments is the teams' success. If a parent wishes to discuss playing time with a coach, we require this **NOT BE DONE AT THE TOURNAMENT**. It is very disruptive to the team if a parent confronts a coach in this setting. Consequently, if a coach is confronted by a parent



during a tournament, that parent's child may sit out the following match. In short, please save these discussions until after the tournament.

Drug and Alcohol Policy: Being a member of the VIP program is a responsibility and a privilege. Therefore, the possession or use of any controlled substance, alcohol, tobacco products by an athlete is prohibited and will not be tolerated. In the event of the above instances the club director reserves the right to immediately remove the player from the team. This applies to parents and guardians regarding the possession or use of any controlled substance, or alcohol while at practice or at a tournament. The club, tournament site director, and the region have the right to ban from the club and or region immediately. We have a zero-tolerance policy for substance abuse, and any infractions will result in indefinite expulsion from VIP activities. *There will be no refunds of club fees.

Insurance Coverage: The USAV, AZ Region and AAU memberships provide supplemental medical coverage for members participating in sanctioned events. Persons who are not members are not covered. Transportation to and from tournaments is not covered. Any incidents resulting in medical claims must be directed to the attention of the club director immediately.

Contract Insurance: Every year players are forced to withdraw from the sport they love because they can no longer participate. Parents then want refunds when their child can't play. With Sports Fee Insurance we handle the refunds so clubs can focus on the game and parents can feel secure. USSCI is the US Sports Club Insurance for more information regarding their insurance, please visit: <https://jva.sportsfees.us/>

Team Communication & Social Media Usage: VIP recognizes the prevalence of electronic communication and social media in today's world. Many of our members, student-athletes, coaches, and parents use these means as their primary method of communication and information sharing. While we acknowledge the value of these tools, we also realize that there are associated risks that must be considered.

All communications between a coach, or other adult staff member and an athlete will be professional in nature and for the purpose of communicating information about team activities. The content and intent of all electronic communications will adhere to the USA Volleyball Code of Conduct regarding Athlete Protection as well as Safe Sport guidelines for electronic activity. VIP players will use the Playmetrics app to communicate with their coaches and teammates.

With respect to appropriate electronic communications, a simple test that should be used is whether the communication is Transparent, Accessible and Professional.

- **Transparent:** All electronic communication between coaches and athletes should be transparent - not only clear and direct, but also free of hidden meanings, innuendo, and expectations.



- **Accessible:** All electronic communication between coaches and athletes should be considered a matter of record and part of VIP club records. Whenever possible, it should include another coach or parent in the communication so there is no question regarding accessibility.
- **Professional:** All electronic communication between a coaches and athletes should be conducted professionally. This includes word choice, tone, grammar, and subject matter that model the standards and integrity of a VIP staff member or player.

Athlete to Coach: Good communication is necessary between the coach and athlete. Both athletes and coaches are responsible for establishing a relationship of trust and mutual respect. Bringing up a problem can be very difficult for an athlete, but this is a life skill that sports can teach. Parents may need to push their athlete to take the first step. Club coaches work to be approachable and to create a safe environment for athletes to bring up concerns.

For athletes, the most common concern that they have revolves around playing time. While we don't discuss playing time directly, athletes who are not satisfied with their coach's decisions must engage with the coach to identify the issue by following these steps:

- The athlete must first approach the coach and initiate dialogue. Not the parent.
- Often, athletes are unclear on what they need to improve, and an early conversation can address these questions. Our expectation is that athletes should start this conversation by asking what they need to do to improve and how to work towards playing a larger role in contributing to the team's success.
- If the question or problem is still unanswered or unresolved, the athlete must again approach the coach for clarification and direction.
- If the question or problem is still unanswered or unresolved, the athlete can request an athlete/coach meeting with parents and a club administrator in attendance.

We think a necessary life skill is the ability to confront and discuss potentially emotional topics. We do realize there are times a problem needs to be addressed and athletes cannot bring themselves to approach the coach. In this case, we HIGHLY encourage parents, in a spirit of collaboration, to contact the coach directly to help produce the best environment for their athlete.

If you, as a parent, have a legitimate concern about a coach other than your athlete's coach, or with an athlete other than your own, you should contact a Club Director.

Family to Staff: The Club wants to encourage appropriate communication between our families and the staff. Below are examples of appropriate communication.

- Information about the athlete's health. Without the following context, your daughter's behavior in practice or during a tournament may be interpreted as being lazy, unfocused, or even disrespectful.
- Recent illnesses, medical restrictions, allergies, medication needs, etc.
- Physical limitations that would restrict or prevent the athlete from practice or game participation.



- Emotional health needs (ex: a recent death in the family, struggling in school, dealing with another emotionally charged issue).
- A “head’s up” that your athlete is struggling to communicate with her coach.
 - Remember that we begin this conversation with the athlete first, but we appreciate being notified. This should be communicated to the coach and a Club Director.

There are topics of communication with the coach which are not appropriate or where there is a more appropriate venue to make that contact:

Conversations about playing time: If your athlete is receiving playing time consistent with this Handbook and has not tried to discuss the athlete’s role on the team with the coach, it is inappropriate for you, the parent, to do so at any time.

Other athletes on the team: Your personal opinions of other athlete’s attitudes, skill, performance, or conduct are not appropriate topics of conversation for you to have with anyone (ex: coaches, directors, other parents, athletes, etc.). There are some exceptions, for example, any issues relative to drugs, alcohol, sexual conduct, or weapons should be brought up with a Club Director immediately.

Coaching technique, tactics, systems, game-time decisions, etc: These are all issues that are not open for discussion or negotiation. There are opportunities at the end of the season for parents to provide feedback on these topics to the coaching staff and a Club Director.

Meetings Times: Here are some guidelines for finding the best time to meet:

If there is a question about player development and the athlete’s role on the team, communication early in the season is ideal.

We have a 24-hour rule. This means 24 hours following the conclusion of the tournament. This allows emotions to subside, resulting in a more productive conversation.

Prior to the meeting, notify the coach of the requested meeting topic. Avoid lengthy emails or phone messages, these tend to be too emotional and accusatory.

Social Media Best Practices: VIP Volleyball has an official Facebook, Instagram, and Twitter sites that athletes and their parents should “like” or “follow” for information and updates on club and team-related matters.

- **FACEBOOK, INSTAGRAM, BLOGS AND SIMILAR SITES:** Coaches may have personal Facebook (or other social media site) pages, but they are not permitted to have any athlete of the Club join their personal page as a “friend.” A player or coach should not initiate or accept any “friend” request. In addition, the coach should remind the athlete that this is not permitted. Coaches and athletes are not permitted to “direct message” each other through Facebook, Instagram, Blogs and similar sites. The Club has an official Facebook page that athletes and their



parents can “like” or “friend” for information and updates on team-related matters. Athletes are also encouraged to set their pages to “private” to prevent adults from accessing the athlete’s personal information.

- Twitter - follow us at @vipvolleyball. Coaches and athletes may follow each other on Twitter. Coaches cannot re-tweet an athlete message post. Coaches and athletes are not permitted to “direct message” each other through Twitter.
- Texting – shall only be used via the Playmetrics App for parents, players to and from coaches.
- Email - shall be used for the purpose of communicating information related to team activities and include another coach or parent to be done in the Playmetrics App.
- Snapchat & any other instant messaging media - shall only be used in groups and include another coach or parent.
- REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS: The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communications. Immediate compliance without repercussion must be granted.
- MISCONDUCT: social media and electronic communications can be used to commit misconduct (e.g., emotional, sexual, bullying, harassment and hazing). Such communications by coaches, staff, volunteers, administrators, officials, parents, or athletes will not be tolerated and are considered violations of the SafeSport Handbook.
- VIOLATIONS: Violations of the Club’s social media and Electronic Communications Policy should be reported to a Club Director. Complaints and allegations will be addressed following the appropriate procedure.

An athlete or parent of an athlete who violates this policy is subject to appropriate disciplinary action, including but not limited to suspension, dismissal and/or referral to law enforcement authorities.

Warning: Electronic bullying, intimidation, slander, harassment, ostracizing, lewdness, and other such activity will not be tolerated. By choosing to be a member of VIP, you are choosing to have a team first, above reproach mindset, reflected in your actions. VIP reserves the right to address any electronic activity that deviates from these standards. Consequently, player and parents understand that a player will be removed from the roster if it is deemed in the best interest of the team/club.

Hazing Policy: “Hazing” means any intentional, knowing, or reckless act directed against an athlete, by one person alone, or acting with others that endangers the mental or physical health or the safety of an athlete for the purpose of being initiated into,



affiliating with, holding office in, or maintaining membership in any organization whose members are to include other athletes. The term includes but is not limited to:

- a. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body or similar activity.
- b. Any type of physical activity, such as sleep deprivation, exposure to the elements, and confinement in a small space, calisthenics, or other activity that subjects the athlete to an unreasonable risk of harm or that adversely affects the mental or physical health or the safety of the athlete.
- c. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the athlete to an unreasonable risk of harm or that adversely affects the mental or physical health or the safety of the athlete.
- d. Any activity that induces, causes, or requires the athlete to perform a duty or task that involves a violation of the applicable laws of the State of Ohio.

No athlete, coach, or Club employee or representative shall engage in any form of hazing, nor encourage or assist any other person in hazing. Acts of hazing and failure to report known hazing may result in suspension from that athlete's team or the Club.

Harassment Policy: The Club prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment, and hazing. 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:

- a) **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.
- b) **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.
- c) **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; and
 - vii) inappropriate or unwelcome focus/comments on a person's physical attributes or appearance.
- d) **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.
- e) **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 an athlete or parent, and the display of pornographic or other offensive material.

The 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, the Club places the safety of the young athletes 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 athletes or parents.

Reporting Harassment: If you see an employee behave in a way you believe appears to be inappropriate, or if you experience behavior from another athlete, coach or administrator that you believe is inappropriate, report it immediately to a Club Director, Grievance Director, and or Head of Team Parents. 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.



Logo/Brand Use: Use of the VIP Volleyball logo is strictly prohibited unless approved by Katie Dye. This includes, but is not limited to, apparel, water bottles, car stickers, photographs, printed materials, and websites.

If Club representatives, employees or coaches observe unapproved items with the VIP Volleyball logo, the Club reserves the right to confiscate the item with no reimbursement. Anyone who sells VIP Volleyball branded items without written approval is subject to legal action and fines.

Grievance Procedure: Competitive athletics by its very nature creates situations where everyone may not be happy all of the time. Knowing how to communicate, when to communicate and who to communicate with is a concern for almost every parent at some time in the season. Any issues with fees need to begin in email form sent to Katie Dye. Coaches are not to deal with any financial issues.

At VIP VB we encourage the athletes to take responsibility for their participation. For this reason, we expect the player to talk to the coach first. They should ask if there is something they need to work on to give them more opportunities for playing time. Usually a player knows why they may not be playing as much as a teammate when a parent may not. Parents can best help their athlete by assisting in setting some goals to achieve more opportunities.

When a parent has a problem specific to their own athlete, we expect them to go to the coach first as well. Coaches have been instructed to not discuss coaching decisions and philosophies with a parent.

If you have real concerns, and your player(s) has unsuccessfully attempted to work things out with her coach on her own, schedule a meeting with the coach, and have your child attend with you (you may not be hearing the whole story). If you are trying to resolve a problem, help your player by being a role model in the problem solving process.

Grievance Steps regarding playing time: Athlete speaks first with the coach. If the matter remains unresolved, or if the athlete has concern that speaking with the coach will not resolve the matter:

The parent should meet with the coach. Parents are to call or email the coach to setup a meeting. Parents are not to corner a coach at a tournament or practice. We have instructed coaches, who are approached at practices or tournaments to refuse to discuss any issues, refer the parent to the club director and remove themselves from the situation by walking away. If meeting with the coach in private does not resolve the matter or if the parent has reason to believe meeting with the coach will not resolve the matter:

The parent may request a meeting with the director and coach. Any grievances brought to the director should be done so via email with the assistant director copied. In certain situations, VIP VB reserves the right to ask all parties attend the meeting. *Directors will not discuss coaching decisions at any time.



Other Policies Regarding Grievances: VIP VB will not tolerate any hostile, aggressive confrontations between a parent and any official, or a parent and a coach, or a parent and any athlete, or a parent and any other parent, whether the coach, athlete, or other parent is a member of VIP VB or not. Violations of this policy will result in dismissal from VIP VB without a refund.

It is inappropriate for an athlete or parent to approach another member of VIP VB about a problem the athlete or parent is having with an VIP VB coach. Asking third parties to take sides is unfair and a bad example for the team.

If a parent or player is approached to listen to any issues between two other members of the club, it is strongly encouraged they respectfully remove themselves from the conversation, and refer the parties involved to the club director.

Any member who, as a third party hears remarks or stories about VIP VB, its employees, or its policies, that cause the member to be concerned is advised to contact the director immediately to determine the facts or alert the club administration of any situations it may be unaware.

Please refrain from negative comments around your daughter and the other athletes.

Repetitive complaining to the athletes, parents, or other third parties that interferes with the club's efforts to pursue its stated mission may result in club administration to ask for the member to resign.

At anytime you feel like you have a grievance that you would like to get a director involved with you may email our Grievance Director, grievance@vip-volleyball.com or Head of Team Moms, Ayn Kelly-Harris: Ayn@vip-volleyball.com