

Northern British Columbia Volleyball Club (NBCVC) 2025 Season Guide



CONTACT LIST	
PRESIDENT	nbcvcpresident@gmail.com
VICE PRESIDENT	nbcvcvicepresident@gmail.com
TECHNICAL DIRECTOR	nbcvctechnicaldirector@gmail.com
REGISTRAR	nbcvcregistrar@gmail.com
SECRETARY	nbcvcsecretary@gmail.com
TREASURER	nbcvctreasurer@gmail.com
CLUB COORDINATOR	nbcvcice@gmail.com
FUNDRAISING	nbcvcfundraising@gmail.com
SOCIAL MEDIA	nbcvcsocialmedia@gmail.com
EQUIPMENT COORDINATOR	nbcvcequipment@gmail.com
FACILITIES COORDINATOR	nbcvcfacilities@gmail.com
HEALTH AND SAFETY COORDINATOR	nbcvccoordinator@gmail.com

Follow Us :

www.nbcvc.com , [facebook](#), [instagram](#)

Table of Contents

INTRODUCTION	Page 1
Mission Statement / Vision	Page 1
POLICIES, PROCEDURE & GUIDELINES	Page 2
Athlete Responsibilities	Page 2
Athlete Playing Time	Page 2
Parent Responsibilities	Page 2
Fuel Guidelines	Page 3
24-hour Rule	Page 3
Chaperone Responsibilities	Page 3
Respect in Sport	Page 4
Coach Responsibilities	Page 4
RULES & REGULATIONS	Page 5
General Etiquette	Page 5
Illegal Substances	Page 5
Injury	Page 5
Infectious Disease Protocol	Page 5
TEAM ORGANIZATION	Page 6
Team Manager	Page 6
Tryout Process	Page 6
Team Assignment Process	Page 7
Volleyball Canada 2022-2023 Age Categories	Page 7
Development/Recreational League	Page 7
Registration Payment Methods	Page 7
Refunds	Page 8
FUNDRAISING & VOLUNTEERING	Page 8
Volunteer Requirements	Page 8
Sponsorship	Page 9

Introduction

NBCVC is committed to providing a sports environment that is athlete-centered which is characterized by open and clear communication through honesty, fairness and mutual respect. Being a member of NBCVC has many benefits and privileges. At the same time, athletes, coaches and parents are expected to fulfill certain responsibilities and obligations including complying with NBCVC and Volleyball Alberta's policies, rules and regulations. These rules and regulations were developed to provide a safe and enjoyable experience for everyone involved.

Mission Statement

Our mission is to support athletes and coaches in their pursuit of excellence in volleyball.

Vision

It is our intent to promote excellence in all skill levels by developing standards of good sportsmanship, healthy mindset, respectfulness of one's self and others, as well as, developing leadership qualities and citizenship.

The functions of NBCVC include:

1. Providing an opportunity for athletes and coaches who enjoy volleyball to participate in a quality male or female program beyond the traditional school season.
2. Assisting players to reach their goals and to bring players who are pursuing an elite level an opportunity to achieve their goals.

Policies, Procedures & Guidelines

Athlete Responsibilities

NBCVC members are athletes who have a responsibility to demonstrate a high class of behavior towards teammates, coaches and officials both on and off the court during practices or tournaments. Athletes are expected to respect the coach's rules and expectations; a coach or supervisor cannot be with the athletes at all times therefore, common sense and good judgment should be followed. If a team rule is broken, the athlete's coach and the executive will decide whether the consequence warrants removal from the program. **Registration fees are non-refundable, if an athlete is removed from the program due to behavior.** Take advantage of performance reviews with your coach – discuss your goals and how to attain them.

Athlete's transportation to out of town tournaments will be with an adult, not in a vehicle driven by another athlete.

Players who attend Volleyball Alberta tournaments, must follow the Volleyball Alberta's approved hitting warm up protocol. Please visit www.nbcvc.com and select the "general" tab to access a video to watch approved warm up procedure

Athlete Playing Time

Club volleyball is a competitive level of volleyball. Once tryouts are complete, selected athletes are placed on teams that *reflect their skill levels* and where they can make a major contribution. At practices, emphasis must be on skill development and team play with equal practice time for all selected athletes. For the U16-18 age classes, there is no guarantee of equal court time at tournaments. Any concerns about court time should be directed, by the athlete, to the head coach after practice, or away from the court during tournaments.

Parent Responsibilities

Parents and guardians of NBCVC athletes play important volunteer roles to ensure the success of the teams and the club. Adults are expected to assist with the administration of the team and club, while allowing our coaches to focus on coaching. Each team will have a manager, and questions can be directed towards them. Please communicate respectfully both in tone and time frame; minimize last minute questions/conversations.

Understand the goal setting between your athlete and coach. **Follow Respect in Sport** guidelines.

Parents will be asked to assist in supervising their team as chaperones. This is particularly important where male coaches have a responsibility for female teams.

NBCVC has a zero tolerance rule for use of drugs/alcohol/vaping .At tournaments outside of Fort St. John, if your child is involved in an illegal activity, for example: shoplifting, vandalism or the use of drugs or alcohol,vaping they will be sent home immediately at your expense. A decision will be made by the coaches and executive regarding the permanent removal of the athlete from the NBCVC program (see Athletes Code of Conduct.)

Each parent is responsible for getting their child to events. The child may travel with other parents and the appropriate fuel fee to be paid to that parent.

Fuel guidelines (subject to change):

Dawson Creek	\$50	This amount is per player. For example: if a parent is transporting two additional players to a tournament, each player pays the outlined fuel portion to the driver. There is additional responsibility to the driver with each additional child they transport. Due to weather/road conditions, an extra night of hotel may be charged to parents if travel is postponed.
Grande Prairie	\$70	
Peace River	\$70	
Edmonton	\$120	
Red Deer	\$145	
Calgary	\$170	

While at tournaments, parents are **expected** to participate by acting as a scorekeeper, or possibly a linesperson. Please visit our website and select the general tab for access to a scorekeeping tutorial. Please also make sure you do your part and equally volunteer/rotate with all parents on your team; your participation should not have to be asked for. Thank you!

24-hour Rule

NBCVC utilizes the [24-hour rule](#); if an athlete or parent has a concern with a coach, teammate, another parent, etc., you must wait 24 hours after the event has occurred prior to making contact with the party. If after 24 hours, you would like to discuss the issue, you can express the issue in writing and submit it to the Team manager for review. More information on the 24-hour rule is found on our website under the “general” tab.

Chaperone Responsibilities

All parents are welcome to travel with their player. However, if a parent is not traveling, they will need to find another parent or adult to be appointed as chaperone to provide the necessary supervision of players during the evening. Adult chaperones will allow the coaches some 'down time' in the evening to network with other coaches or prepare for the remainder of the tournament.

It is important that the chaperones and coach(es) discuss expectations, curfews and team activities for the evening

Respect in Sport

Parents and guardians of NBCVC athletes are required to complete the Respect in Sport Program; this certificate is valid for 5 years.

<https://nbcviceparent.respectgroupinc.com/>

****It is mandatory to complete this prior to your athlete attending the first tournament****

Please email your course certificate to: nbcvcregistrar@gmail.com

Coach Responsibilities

The safety and behavior of the team members is the ultimate responsibility of our coaches. Coaches will set team and individual athlete goals, identify each athlete's role on the team and treat each athlete with respect. It is very important to establish rules for tournament behavior, on and off the court. A positive self and team image must be displayed at all times. Coaches should create a safe and approachable environment for athletes to discuss goals and growth opportunities.

NBCVC coaches need to meet Volleyball Alberta's minimum requirements outlined below:

<https://www.volleyballalberta.ca/coaches-general-info>

In 2025 Head Coaches for all age categories must have completed the following:

- PIA's: Police Information check, Safe Sport Training eLearning, Screening Disclosure Form
- Making Head Way in Sport (Generic) eLearning
- Make Ethical Decisions (MED) Online Evaluation
- Foundations of Volleyball eLearning

Additionally, 14U to 18U Head Coaches have further mandatory coaching workshops to be completed:

14U-16U HEAD COACHES on the roster require NCCP **Development Coach workshop**

17U-18U HEAD COACHES on the roster require NCCP **Advanced Development Coach workshop**

*To ensure ongoing training, the NCCP program has mandated that coaches **MAINTAIN** their certification through Professional Development activities which are tracked through the Coaching Association of Canada (CAC).*

Rules and Regulations

General Etiquette

All athletes are expected to be punctual, co-operative and considerate. They must remember that they are representatives of their team, our club and the city of Fort St. John.

The athletes must follow the instructions of coaches concerning practice procedures and event behavior. Failure to follow such instructions may result in expulsion from the club. These procedures will be uniform throughout all NBCVC teams.

Illegal Substances

NBCVC is an athletic club that encourages healthy habits. At **NO** time will the possession of tobacco, alcohol, vapes or illicit drugs be tolerated. This is a zero-tolerance policy. Any athlete found in possession of any such products during NBCVC events will be expelled from the club.

Injury

Athletes who suffer any kind of injury, no matter how minor, must inform the coach immediately.

If an athlete is injured, and can no longer play, the athlete's parent(s) can request a refund. This will be evaluated by the executive on a case-by-case basis. The request can be sent to nbcvcpresident@gmail.com and must include a doctor's note outlining the injury with an estimated date of return to sport.

Infectious Disease Protocol

Should Provincial and/or Federal governments put in place infectious disease protocols, NBCVC will adhere to provided guidelines and regulations. The 2025 season format will be adjusted should such regulations come into force. The executive will update members as required.

Team Organization

Team Manager

Every NBCVC team must have a Team Manager appointed , this person will be a liaison for all team communications.

Duties of the Manager(s) include:

- Act as liaison between parents, coach and executive
 - Receive approval from the executive if the team wants to run a fundraising event
- Ensure the team is registered for regional tournaments (the Registrar registers for Volleyball Alberta Premiers and Provincial's; the Manager registers for regional tournaments.)
- Book hotel rooms for your team's out-of-town tournaments – provide parents with the deadline information to book their rooms
- Provide team contact info (email & phone #) to coaches, athletes and parents of your team
- All team communication is to be in a group setting through Team Linkt, rather than one-on-one messaging with parents
- Collect NBCVC forms as required throughout the season
- Each year our club, NBCVC, will do a fundraiser that all teams are to participate in. The Team Manager is responsible for distributing details to their team/families and collecting funds. Funds are to be returned to NBCVC Club Fundraiser.
- Team Linkt is the Club App that we use
 - Download the Team linkt app (available on all cellular devices)
 - Sign up your group and send invites to members – can do through app or on the website
 - Add your practice times and events throughout the season
- Refer to Team Manager document that is distributed by NBCVC Board

Tryout Process

NBCVC follows Volleyball Alberta Tryout process. Details for tryouts are located on our social media platforms & website. We utilize our club platform Team Linkt for registration.

[Registration & Tryouts](#)

Note: For players unable to make tryouts (injury, etc.), arrangements can be made with our Technical Director to discuss ways to submit request for consideration for competitive teams (ex: video submission). Please contact: nbcvctechnicaldirector@gmail.com prior to tryouts.

Team Assignment Process

Competitive teams are created in accordance to Volleyball Canada's (VC) age categories, and skillset. If an athlete falls between two age groups, both skill set and age of the player (emotional mindset and peer grouping) will be assessed as per Volleyball Canada guidelines:



Volleyball Alberta Age Classes 2024-2025 Season

Volleyball Alberta follows Volleyball Canada's age categories for competitions:

Age Class	Year of Birth
12U	Athletes born from September 1, 2012 to Dec 31 2013 (16 months)
13U	Athletes born from September 1, 2011 to Dec 31 2012 (16 months)
14U	Athletes born from September 1, 2010 to Dec 31, 2011 (16 months)
15U	Athletes born from September 1, 2009 to Dec 31 2010 (16 months)
16U	Athletes born from September 1, 2008 to Dec 31 2009 (16 months)
17U	Athletes born from September 1, 2007 to Dec 31 2008 (16 months)
18U	Athletes born from September 1, 2006 to Dec 31, 2007 (16 months) *

Note: Please note there may be times an athlete is assigned to a higher age category if there is a team need. Emotional mindset and peer grouping are considered prior to assignment.

Recreational League

Recreational Development teams may be formed if demand for the season is sufficient. This will be pending interest, gym availability and coaches.

Season Fee Payments

NBCVC is a youth sports program funded by its members and community fundraising. Your athlete's registration fee is composed of three parts: the annual costs required to run the club (registration fee), Volleyball Canada Insurance (Tryout & Upgrade after Team placement-via Sportlomo) and an estimated cost for team expenses to attend tournaments and to facilitate coach

training. Athlete's personal expenses to attend tournaments are not included in registration fees. Season Fees are presented to families at the first team practice and noted on each Team Team Linkt registration form.

Payment Options

It is the responsibility of each family to ensure payments are made on time. Full Season Fees are due on **Jan 3, 2025**.

*NBCVC will accept a **maximum of two** equal payments for Season fees; if families choose this route then the 1st installment is due on **Jan 3, 2025** and the 2nd installment is due on **Feb 1, 2025**.*

Athletes will **not** be able to attend any event/practise if payments aren't made as per the schedule above.

NBCVC will accept the payment methods below(ranked in order of preference) :

- Stripe via Team Linkt
- EMT to nbcvctreasurer@gmail.com
- CHEQUE: Make cheques payable to: NBCVC and submit to your athlete's Team Manager making sure to notify our club treasurer of submission date (nbcvctreasurer@gmail.com)
- CASH: Pay your Team Manager; please notify the NBCVC Treasurer via email if you choose to go this route.

Refunds

Refunds will occur in the event of a canceled tournament or required adjustments due to legislated infectious disease mandates. Refunds will not be given for those practices missed due to illness.

Fundraising & Volunteering

Outside sources of income (Fundraising and Sponsorship) are crucial to keeping membership fees at a moderate level. In order for the club to be successful and to eliminate overlapping fundraising efforts, fundraising is either done at the club level or team fundraising (team fundraising must be approved by the executive). The Club has a Fundraising Coordinator, who will organize club-level fundraisers.

Volunteer Requirements

There will not be a volunteer requirement this year, but families are expected to help your team as needed throughout the season. *Please see further information under Parent Responsibilities.*

Sponsorship

Teams are welcome to source sponsorship for the season. Sponsorship funds must be utilized in full within the season received or they will be donated to the Club and utilized for the Athlete Year End social. Sponsorship will not go toward club registration and is to be used for the entire team not individually. The Team Manager is to manage these funds via tracking sheet and **must** report all deposits /debits to the NBCVC Club Treasurer.

Suggested sponsorship utilization include:

- Travel costs, i.e., accommodation, meals
- Team building, i.e., dinners, year end social
- Gear, i.e., coats, shoes, shorts, knee pads