Regional
U.S. Junior
Olympic Volleyball
Handbook
Greetings:

USA Volleyball (USAV), a non-profit corporation, is the National Governing Body of Volleyball in this country. USAV is a charter member of the Federation Internationale De Volleyball (FIVB) and a member of the United States Olympic Committee.

The USA Men's, Women's and Junior National Teams, youth, junior development, regional and national competition for males and females at all age levels, research, coaching education, insurance and a resource for all organizations involved in volleyball across the United States are among the services USA Volleyball provides.

The information included in this handbook provides direction, information, and guidelines for the purpose of assisting volleyball coaches and tournament directors in becoming part of the USAV Regional Volleyball Association's (RVA) USA Volleyball Youth and Junior Olympic volleyball programs. A special thanks to the Great Lakes Region and Jim Fitzgerald for the assistance in this project.

This handbook will introduce you to one of this country's strongest junior regions. USA Volleyball certifies the leading coaches in this region primarily through regional IMPACT clinics and many coaches have attained a USA CAP Level I or II Accreditation as well. We require a signed Code of Ethics from players & coaches and all officials must also attend rules interpretation meetings each season. In addition, some of our junior coaches are USA Volleyball certified IMPACT Clinicians. We have coaches who are on national USA Volleyball committees and some who are involved with the American Volleyball Coaches Association (AVCA) board. Some of our coaches are also certified USAV, High School, and Collegiate referees.

We have a Junior Olympic Volleyball Coaches Association, made up of voting representatives from clubs in the region. This association meets before each season to review the previous season and make recommendations to the region’s executive board for the coming season. This meeting is open to all coaches but each club is allowed only one vote.

Our Regional Volleyball Association looks forward to serving members in our states and helping them to achieve their volleyball goals. The regional and junior development chairs welcome inquiries.
USA VOLLEYBALL

USA Volleyball (USAV) is one of the leading amateur sports bodies in the country... innovative programming, aggressive in the pursuit of improved benefits for its athletes, and dedicated to bringing world excellence in volleyball to America.

USA Volleyball is the nation's volleyball leader. USAV is recognized by the United States Olympic Committee (USOC) as the National Governing Body for the sport. It is the exclusive representative of the United States volleyball community to the International Volleyball Federation (FIVB) and to a number of other international sport bodies.

In recent years, USA Volleyball has gained national and international recognition through the performance of both its USA Women's and Men's teams. However, these two teams are only the tip of the iceberg for an organization that is over fifty years old and that involves itself in all levels of volleyball throughout the country.

The story of USA Volleyball cannot be told without first looking at the history of the sport itself. Volleyball was created in Holyoke, MA, by William G. Morgan, a YMCA Physical Director, in 1895. It became popular immediately and by 1900 the rules had evolved to the point that it required its own special ball. The YMCA movement took the sport around the world, and in 1913 it was included in the Far East games in Manila.

The American expeditionary force brought the sport to Europe during World War I and is credited with distributing over 1,600 volleyballs throughout the European theater. The first U.S. National Championship (for men only) was played in 1922 at the Pittsburgh, PA YMCA and was won by the Brooklyn YMCA.

The USAV organization was founded in 1928 at the Yale Club in New York City, for the purpose of representing the sport nationally and internationally, and for conducting an annual national open championship. It has fulfilled this purpose ever since and today includes among its member organizations such groups as the National Collegiate Athletic Association (NCAA), the National Junior College Athletic Association (NJCAA), the Young Men's Christian Association (YMCA), the National Federation of State High Schools Association, the Women's Professional Volleyball Assoc., the Armed Forces, the Explorer Division of the Boy Scouts of America, and other groups.

In 1949, USA Volleyball added a Women's Open National Championship, and since then both the Women's and Men's Opens have been conducted concurrently each year. USA Volleyball also annually conducts National Championships for senior and women from 30 and over to 75 and over in 5 year increments, Mixed Six and Reverse Co-Ed, and USA Junior Olympic Volleyball Championships for young ages 18, 17, 16, 15, 14, 13 and 12 & under.

USA Volleyball has divided the country into 39 regions. Within each region there are a number of programs conducted including regular competitions organized by age and/or ability, summer instructional camps, and clinics for the development of coaches, players, and referees. International competition involving the USA National Team and foreign opponents are also regular features in many of these regions.

In 1975, USA Volleyball, an American amateur sports innovation, founded a full-time National Team Training Center for the Women's National Team. It was followed in 1977 by a similar program for the Men's National Team, which also included a first ever jobs program that successfully placed over a dozen athletes.

The Women's program, first located in the Houston suburb of Pasadena, Texas, moved to Colorado Springs, Colorado in 1978, and presently is headquartered in Colorado Springs. The innovative Men's program moved in 1981 from its first home in Dayton, Ohio to San Diego, California and since 1996 has been in Colorado Springs at the Olympic Training Center.

With the success of the Men's and Women's Olympic teams at the 1984, 1988 and 1992 summer games, USA Volleyball has been working hard to take this American sport to the top of domestic popularity and international success. The Men's gold medals in Seoul and Los Angeles, combined with their championships in the World Cup and World Championships, made them the preeminent sports dynasty in the 80's. USA Volleyball is definitely heading in the right direction for the new century with the creation of a Junior and Youth division at the national level, currently under the direction of Laurie Dagostino of Tampa, FL (lauri.dagostino@usav.org).

Resources, such as rule books, video tapes, coaching manuals and drill books, special USA team Volleyware and other special volleyball items for coaches and players can be obtained by calling 1-88USVOLLEY, or by checking the web site at www.usavolleyball.org.

USA YOUTH VOLLEYBALL

This skills program is based on the physical development of young volleyball players by age group. Fundamental skills are introduced at the appropriate age when players are most likely to be physically ready to learn and perform each of the skills. The team structure, equipment, and court size in Youth Volleyball are modified to make the game more enjoyable and most beneficial for children ages seven to twelve. At this level, players are interested in organized games, but not in complicated game rules. The objective is to keep the game moving and fun. For more info go to www.USYVL.com and see what we are doing together.
WHAT THE USAV/USYVL PROGRAM OFFERS:

A. Assists in training physical educators, coaches, and volunteers to coach and officiate youth volleyball.
B. Suggests techniques for teaching volleyball to large groups using limited facilities.
C. Suggests how to adapt outdoor and indoor areas to accommodate youth volleyball courts (which are half the size of standard volleyball courts.)

JUNIOR OLYMPIC VOLLEYBALL

Junior Olympic Volleyball is a program for girls and boys 18 years of age and younger who have not graduated from high school prior to the end of the spring semester of the current season.

The purpose of the USA Volleyball Junior Olympic Volleyball Program is to offer teenagers an opportunity to become involved in a wholesome and beneficial athletic activity, which they can pursue at various skill levels. In many cases it is a chance for all athletes to receive high quality instruction in skills development and team strategy. The USA Volleyball Junior Olympic Volleyball Program should be an extension of learning from the High School program and a natural bridge between youth (ages 12 and under) and college volleyball or USAV Adult volleyball.

The USA Volleyball Junior Olympic Volleyball program of competition runs from December through the first week of July. Many athletes are also involved in other programs for their schools' at the same time they are learning from you. Do not put unreasonable demands on the athletes. Let them stay loyal to their high school programs as well. If they enjoy your program and that is all they want to do, let that be their decision only. You, not their high school coach, will need to bend some. Try to practice on days or times that don’t conflict with the majority of their games. Be reasonable and keep the athlete’s best interest at heart. Remember that the philosophy of the USA Volleyball Junior Olympic Volleyball Program is: ATHLETES FIRST---WINNING SECOND.

COMMON USAV REGIONAL VOLLEYBALL ASSOCIATION JUNIOR VOLLEYBALL COMMITTEES

COMMISSIONER
REFEREES & SCORERS CHAIR
JUNIOR DEVELOPMENT CHAIR
YOUTH DEVELOPMENT CHAIR
OUTDOOR DEVELOPMENT CHAIR
HPC REGIONAL CAMP COORDINATOR
GIRLS/BOYS CLUB REPRESENTATIVES
14 & Under  16 & Under  18 & Under

HOW TO BECOME A USA VOLLEYBALL COACH IN YOUR REGION OF USA VOLLEYBALL.

A. Write or call your Regional Commissioner to obtain a membership packet and a list of IMPACT Clinics and rule interpretation meetings.
B. Fill out the USAV Code of Ethics form and the membership application. Send these along with a check, made out to your USA Volleyball Regional Volleyball Association, to the Regional Registrar. The fee for Adult Membership is $______________.
C. Attend one of the IMPACT Clinics. Contact the Junior Development Chairman in your region for more information on the clinics.
D. Attend one of the rules interpretation meetings and take home an open book written exam. Return the exam to your Junior Development Chairman.

Remember, leadership is the key to any program. Without strong committed leadership any program is doomed to flounder and eventually fail.

HOW TO ESTABLISH A USA VOLLEYBALL JUNIOR OLYMPIC VOLLEYBALL TEAM

A. Register as a coach first so that USA Volleyball’s Liability Insurance covers you. It is not necessary to be IMPACT certified or that you attend a rule interpretation meeting to just get started.
B. Decide on what type of program you will have.
   1. What age groups will you have? Youth, Boys, Girls, a combination of sexes, 18, 17, 16, 15, 14, 13, and 12 & under age groups are possible.
   2. What will be your club’s focus, your goals, and objectives?
      a. All comers, everyone plays.
      b. Elite, accept only the best.
      c. A combination.
C. Recruit and register any other coaches you will want or need in the program. Each team should have its own adult coach. Every team must have an adult coach at every practice and every tournament. Each coach must be a registered USA Volleyball member, be IMPACT certified and must have attended a rule interpretation meeting.
D. Decide how the program will be financed.
   1. Regular monthly dues.
   2. Fund raisers.
   3. Solicitation of local merchants in your community to donate to the program.
4. Solicit a large company to sponsor a team or your whole club.
5. A combination of the above methods.
6. File as a non-profit organization. The main benefits of this are you become tax-exempt and under certain circumstances, donors’ contributions are tax deductible; there are many categories of exemption, but only one, 501 (c) (3) gets you a tax deductible status as well.

E. Find a place to practice and a place to hold your tryouts if you plan to have any. Obtain volleyballs for tryouts and practice.

F. Obtain a sanction number from your regional registrar for your tryouts and practices along with insurance coverage for the sites you will be using from the regional commissioner.

G. Contact potential players.
   1. Directly
   2. Through flyers to the local schools.
   3. Through newspaper notice.
   4. A combination of the above methods.

H. Conduct a meeting with potential players and at least one parent or guardian of each player (this may be done either before or after tryouts.)
   1. Introduce your coaching staff and their qualifications.
   2. Explain how the program will operate.
   3. Discuss the methods of financing the program.
   4. If the meeting is held before tryouts explain how the tryouts will be conducted.
   5. Decide on how the team will get equipment and uniforms.
      a. Borrowed
      b. Purchased by the club and rented to the players.
      c. Purchased by the club and owned by the players.
      d. Each player to purchase their own.
   6. You must tell both the players and their parents or guardians that players can be hurt, possibly seriously, playing volleyball. (This must be done for liability insurance protection)
   7. You must tell both the players and their parents or guardians that they must sign a release and waiver before they join USA Volleyball.
   8. You should tell them that neither the players nor their parents or guardians may recruit another player who has already committed to another club during the season.

I. Select the Team or Teams. Remember to get a sanction number and to register everyone at tryouts for insurance purposes.

J. Get a commitment from parents as to what their assistance to the program will be.

K. Begin to practice.

L. Order uniforms.
   1. Uniform Restrictions
      a. Jerseys must be of the same color, style, cut and trim. Jerseys must be marked with numbers not less than 4” on the chest and not less than 6” on the back. NOTE: You may only use the numbers 1-99. Zero and double zero are illegal numbers.
      b. Uniform pieces must be of the same color, style, and cut for each player.
      c. If T-shirts, boxer shorts, tights, leotards, body suites, bicycle shorts, etc., are worn in such a manner that they are exposed, then they are considered to be part of the uniform, and need to be the same for each player on the team.
      d. It is forbidden for junior age players to wear any jewelry.
      e. Shoes, socks and knee pads are not considered to be part of the uniform.

M. Enter tournaments as early as possible because they fill up fast. The later you enter the less likelihood there is you will be accepted. A list of junior tournaments and more can be found at www.usavolleyball.org and your regional site.
TO REGISTER A USA VOLLEYBALL TEAM

A. Write or call your Regional Office and ask for a junior membership packet.

B. The membership packet will include instructions on completing player and team applications, fees for individual and team membership insurance instructions for site, injury, and liability, as well as IMPACT certification and Code of Ethics requirements. Depending on the date of your request for a membership packet it may also contain a list of IMPACT clinics, rule interpretation meetings, tournaments, and tournament directors. 

C. Age Groups - This level is for athletes other than college students. The grade of record is that which is concurrent with the current playing season.

   a. A team or an individual may play up in any division but not down. For example: A 15 year old sophomore on a 16 & under team may play in an 18 & under event, but they couldn't move the other way and play in a 14 & under tournament.

   b. They may play in the open women's division but must be advised that if they do they must play by the rules of the adult competition.

Adopted by the Board of Directors, for implementation in the 2001-2002 season and to continue through the Quadrennium (concluding 2004-2005), that the Age Group Definitions shall read as follows:

The following age groups shall be in effect for players other than college students who, regardless of age, are not eligible to compete in sanctioned junior events, unless amended by action as specified in Article X, E 2, a (3) of this Operating Code. Players need not be currently enrolled in high school except as noted below: This is for the 2001-2002 season, see www.usavolleyball.org for annual updates for this in later seasons.

(a) 18 and under division:
Players who were born on or after September 1st, 1983 or were high school students in the twelfth (12th) grade or below during the current academic year and are 19 years of age or younger (born on or after Sept 1, 1982).

(b) 17 and under division: Players who were born on or after September 1st, 1984.

(c) 16 and under division: Players who were born on or after September 1st, 1985.

(d) 15 and under division: Players who were born on or after September 1st, 1986.

(e) 14 and under division: Players who were born on or after September 1st, 1987.

(f) 13 and under division: Players who were born on or after September 1st, 1988.

(g) 12 and under division: Players who were born on or after September 1st, 1989.

(h) 10 and under division: Players who were born on or after September 1st, 1991.

Regionally waived boys teams in the 14 and under age group will be allowed to participate at the USA Junior Olympic Volleyball Championships using the following age/grade definition:

(a) 14 and under boys division:
Players who were born on or after September 1st, 1987, or students who are 15 years of age or younger on or after September 1, 1986 who shall neither have completed nor are in a grade higher than the eighth (8th) grade during the current academic year.

Check the tournament entry booklets for the USA Junior Olympic Volleyball Boys' and Girls' Championship events for complete eligibility rules for the 2002 Championships. The Age Definitions will also be posted to Junior section of the USAV website at www.usavolleyball.org.

D. Collect the necessary funds to pay for the memberships and compile into one check, made payable to the "USA Volleyball RVA". Fee for individual junior members is $_____ and the fee to register a team is an additional $_____ for one team and $_____ for each additional team. Mail the check and all membership information to your Regional Registrar.

MEMBERSHIPS WILL PROVIDE:

A. Individual Membership Card.

B. USA Volleyball individual registration number for use on all tournament entry forms.

C. USA Volleyball team registration number for use on all tournament entry forms.

D. A current USA Volleyball Guide and Rule Book for the coaches.

E. The Regional Newsletter for the coaches.

F. USA Volleyball's Volleyball USA for the coaches.

G. A liability insurance policy related to sanctioned events and certificates of insurance when required.

H. Organized practices that are directly under the control of a registered and certified USA Volleyball coach.

I. A player injury access sport accident secondary insurance policy.

J. The right to enter any sanctioned USA Volleyball Tournament in any region in the United States, except other region's "Regional Championships."

K. The right to enter any sanctioned USA Volleyball RVA Tournament or USA Volleyball Junior Olympic...
Volleyball National Championships you qualify for.

**MEMBERSHIP RESTRICTIONS**

A. Once a Junior member has committed to a team or club, either verbally or in writing, for the upcoming season, she cannot be contacted by another teams’ coach, player or representative to switch teams or clubs until the end of the season.

**ENTRY TO USA VOLLEYBALL JUNIOR OLYMPIC VOLLEYBALL NATIONAL CHAMPIONSHIPS**

A. The RVA is guaranteed one entry in each age group, as long as they have over 200 registered girls.

B. A second or third entry may be awarded depending on the region’s previous years total junior membership in that gender.

D. In addition, teams may qualify through one of the national sanctioned qualifying tournaments, for a spot in the national tournaments. There are dozens of such spots open nationally through such qualifying tournaments.

E. After the entry deadline there may be some “re-allocation berths” available from other regions unused berths. These re-allocation berths are allotted from the national office based on growth in membership. Boys divisions will be open to all-comers until the published entry deadline.

H. Any team entering the U.S. Junior Olympic Volleyball Championships will be totally responsible for their own entry fees and expenses.

**BOYS JUNIOR VOLLEYBALL**

The USA Men’s National Team winning two gold medals, in the 1984 and 1988 Olympics, has sparked interest among boys across the country. For many years these young men have watched their female classmates, friends and girl friends compete on high school, club and collegiate teams. Now they want an opportunity to do the same. Boys of all ages have begun to play volleyball in school and many people are working hard to bring the sport to the varsity level in all states. Currently it is varsity in 21 states.

The time is ripe for USA Volleyball Regional Volleyball Associations, YMCA’s, Park and Recreation Agencies, Community Centers, and Boys and Girls Clubs to offer programs for these young men. Dozens of junior girls and high school coaches have now started club volleyball for young men.

Currently High School, Regional and National competition is available for boys of all ages, in just about every state. All the information in this handbook pertains to USA Volleyball junior boys volleyball as well.

**HIGH SCHOOL ASSOCIATIONS**

Whether coaching a state high school junior volleyball team or hosting a junior tournament for high school aged girls or boys, please remember that the high school associations have certain restrictions on players, coaches, awards, clinics, camps, and all-star matches. Tournament directors and coaches must take these rules into consideration when considering USA Volleyball competition. It is imperative that USA Volleyball sanctioned coaches, teams, practices, tournaments, clinics and camps comply with these high school regulations in every aspect. The RVA and USA Volleyball will not tolerate any action whether intentional or unintentional, which will jeopardize the eligibility of these young athletes.

**“Special Note To Our Clubs.”** The High School and the NCAA have rules that do not permit letting a youngster play for free if you charge for your program or at a reduced rate from what is charged other youngsters in your program. Violation of this rule will cause a youngster to lose their amateur standing and be declared ineligible for high school and NCAA competition. If you have any questions, contact the NCAA first!

**NOTES:**
HOSTING A JUNIOR TOURNAMENT

Note: Every RVA has its own specific policies to follow. The list below shows what all RVAs ask, with the italicized areas being ones that vary between RVAs.

A. Get a list of available dates from the site you plan to use.

B. To ensure insurance coverage and date availability, obtain an event sanction application from your regional office.

C. Complete and return the application to your regional office as soon as possible to ensure your date.

D. As soon as approved, the tournament will be listed on the Regional Volleyball Association Tournament Calendar and published in the regional newsletter.

E. Secure your facility and do a safety check of equipment and the premises.

F. Notify the regional referee assignment chair as to the date, location, number of pools, and age groups that will be playing, to secure paid refs for your semi-finals and finals. Later, you will need to confirm this information and tell the assignment chair what time you would like the officials to arrive.

G. Upon approval, a tournament packet will be sent to you containing entry applications, score sheets, line-up sheets and a tournament results form as well as information on the RVA's Junior tournament procedures and minimum requirements which assures you of a quality tournament. Playing and referee schedules are available upon request for those of you running a tournament for the first time.

H. The region has established guidelines for its junior tournaments.

1. A limit of _____ teams per court.
2. A $_______ entry fee limit unless a waiver is received from the regional commissioner.
3. Have a non-coaching tournament director.
4. All teams, players, coaches, and officials are registered USA Volleyball members.
5. USA Volleyball rules will be used.
6. Require each team to be accompanied by a registered and certified adult coach.
7. Start no match after 8:00 pm.
8. Mail the tournament results to the regional commissioner within seven (7) days following the tournament.

I. Tournament Officials

1. In the RVA Junior Tournament officials (first and second referees, line judges and scorekeepers) are provided by the participating teams when they are not scheduled to play. The playing schedule should designate the officiating team. None of these officials are paid for their services.

2. An adult should be the first referee unless the tournament rules provide otherwise or both of the participating teams agree beforehand.

3. All tournament directors or hosts must have a paid first referee for the semi-finals and finals.

4. To obtain paid referees for any tournament please contact the officials’ assignment chair immediately after you receive your sanction number.

JUNIOR OLYMPIC REFEREES AND SCORERS

A. CERTIFICATION.

1. Those people wishing to become junior Olympic Referees or scorers need to contact their RVA officials' chairman.

NOTES:
TIPS FOR THE COACH OF A PROSPECTIVE COLLEGE ATHLETE

A. Talk to your athletes and find out what schools they are interested in. Have them contact these schools by the end of their junior year or the beginning of their senior year in high school.

1. Have them provide the college with complete and accurate information:
   a. Height and weight.
   b. Position they play and specialties
   c. Club name and high school they attend.
   d. Vertical reach, blocking reach, spiking reach.
   e. Volleyball honors.
   f. Class rank and grade point average.
   g. ACT and/or SAT scores & academic interest
   h. Additional information such as:
      1. Right or left-handedness.
      2. Club and team honors.
      3. Newspaper articles.
      4. Other sports honors.
      5. Video tape of them if available.
      6. References (club and high school coaches names, addresses, and phone)
      7. High school and/or club match schedules.
      8. Tell the coach their strengths.
   i. Have them type all correspondence neatly. Do not use xerox, carbons, or low-grade copies.
   j. Have them ask for academic information. Make sure that the athlete knows that the educational program of the school is more important in the long run than the quality of their volleyball program. Tell them to select a school and not a coach because there is no guarantee that the coach will be there for the athlete's entire volleyball career.

2. Learn the recruiting rules of the various collegiate governing bodies such as the NCAA, NAIA, and NJCAA. Some conferences have restrictions that apply only to their member institutions. It is important for you to protect your athletes. Some coaches do not adhere to the rules all of the time. The player cannot afford to jeopardize their career by not knowing the regulations. You have a moral obligation to protect them.

3. Learn the recruiting and eligibility rules of the State High School Association. Each state has its own rules. Make sure that your athlete's know and follow all the recruiting rules.

4. Have your athlete's look at a number of schools. Remember that recruiting is a two-way process. Even though your athlete may want to attend a certain school, that school may feel that your athlete won't fit into their program. Make sure your athlete is told it's not a reflection on skills.

5. Learn or develop a resource to check on schools' volleyball programs and their academic reputations. Make this information available to your athlete early in the recruiting process.

6. Make sure that your athlete learns about the financial aid programs made available by the schools. Not all schools offer the same types or number of scholarships. Remind them that less than 50% of all college athletes are on any type of scholarship.

7. Help the athlete set and evaluate their priorities in selecting schools. Give the athlete some guidance as to what level of program would be best for them based on your experience. It is real hard for some athletes to go to programs where they will be sitting on the bench for a year or two especially when they could have gone somewhere else and started as a freshman.

8. Help the athlete prepare physically and mentally. It is obvious that they can't do anything about their height, but they can control their weight, mental attitude, and general physical condition. Some colleges have extremely demanding programs that require year-round commitment. Is your student/athlete ready to handle (physically and mentally) this type of program?

9. Talk to them about senioritis. Make sure they understand education and volleyball are both hard work.

10. Anything you can do to enhance the qualities that a college coach is looking for in a player (while being honest) will benefit your athlete and your program. College coaches generally look for players who are:
    a. Lean (not skinny, but have a body fat percentage of 15% or less).
    b. Physically strong.
    c. Well conditioned (stamina).
    d. Intelligent.
    e. Court aware.
    f. Team players (supportive of others).
    g. Coachable (capable of incorporating suggestions into actions listening and respecting the coach and other players).

11. You and your coaches should always carry a complete team roster with you at all competitions. This should include every players name, year in school, address and if possible height, weight, vertical reach and vertical jump. It may be
SAMPLE VOLLEYBALL CLUB PARTICIPATION AGREEMENT

SECTION 1  Conditions of Participation

We, the parents/guardians of (player) have read the enclosed information concerning the policies and practices of the ____________ Volleyball Club (hereafter called the "club"). We agree, that having been selected to a team, to let him/her join the club for the _______ open season.

We understand that we are responsible for all fees due by the player as well as his/her transportation to two practices per week beginning in December and to two local tournaments per month beginning in January.

Team travel will be optional, however, maintaining membership on a specific team will be at the discretion of the director of the club. Promotions and demotions are possible depending upon the development of the individual player including his/her commitment, coachability, behavior, etc.

We have read the material provided and understand the time commitment involved in practice and competition. We have reviewed the fee schedule in section 2 of this agreement and understand that the individual must pay all fees in full regardless of the duration of participation. This is due to the fact that membership in the club is limited and others were denied a position by your acceptance of a position in the club.

Understanding the stipulations and having discussed these with our child, we agree to and will support his/her participation in the club. We understand that once registered with and having competed with the club, the player will be unable to transfer clubs and compete in USA Volleyball Regional and Junior Olympic Volleyball Championships.

SIGNATURE___________________________________________________Date:_______________________
Parent/Guardian

As the player, I understand the commitment I am making to the club and I am willing to commit myself to the program and my teammates for the 20__ open season.

SIGNATURE:_________________________________________________Date:_____________________
Player

SECTION 2  Membership Fees

The undersigned player and parent/guardian, hereafter designated as member, agree to accept membership in the _____ volleyball club for the 20__ open season. Membership entitles the member to participate in practices and local tournaments designated by the club. Equal opportunity to participate will be provided during practice, however, on court time at tournaments is not guaranteed, but is to be determined by the club staff.

The total annual membership fee of $________ includes both dues and expenses and is due in full upon becoming a member. The annual fee may be paid in full by January 1st. Payment schedule 1 or may be financed via the club, payment schedule 2. In lieu of either schedule 1 or 2 a personalized payment plan may be arranged with the director of the club. Members shall pay installments of the time balance (amount financed) hence, the amount of credit provided to the member, together with any and all such sums as are herein agreed to be paid to the club at its address, etc. This agreement includes the terms contained further on in this document all payment plans require an additional refundable uniform deposit of $ due January 1, 19__. Equipment will not be distributed until the deposit is received.

All payment plans require an additional refundable uniform deposit of $________ due January 1, 20__. Equipment will not be distributed until the deposit is received.

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Payment schedule 1:  A late payment fee of $10.00 applies 15 days after due date. If full payment is not received by February 1st than shift to schedule 2.

Payment schedule 2:  A late payment fee of $10.00 will be assessed 15 days after due date. Interest will be charged at 12% beginning March 15 on the remaining balance.

This agreement, together with any attachment(s), will be governed by the laws of the state, supersedes all prior oral or written representations or communications between the parties, constitutes the entire understanding of the parties regarding the subject matter of this agreement, and may only be modified or amended by a written supplement signed by both parties.

Check the plan you intend to use.  SCHEDULE 1_______ SCHEDULE 2_______

Read, acknowledged and agree to this date:____________________ 200_

Signature:_________________________________________ Driver’s License #______________
(Parent/Guardian of Player)

Address:____________________________________ City_________________ ZIP______________

Signature:_________________________________________
(Player)

In event of default, this obligation is referred to an attorney, and/or a collection agency, the member agrees to pay, over and above their liabilities, reasonable club attorney fees, court costs and the cost of collection.

By use of the facilities provided by the VBC, the member expressly agrees that the VBC shall not be liable for any damages arising from personal injuries sustained by the member or her guests(s) in, on, or about the premises of the said facilities and further agrees the VBC shall not be liable for any loss or theft of personal property. Members assume full responsibility for any injuries, damages or losses which may occur to the member or guest, in or about the premises of said facilities and does hereby fully and forever release and discharge the VBC, owners, employees and agent from any and all claims, demands, damages, rights of action, or causes of action, present or future, whether the same be known or unknown, anticipated, or unanticipated, resulting from or arising out of the member’s or guest’s use or intended use of the said facilities or the facilities and equipment thereof provided, however, that nothing contained shall release or discharge the VBC from its negligence or the negligence of employees, or officer.

Member warrants, represents and agrees that the member is in good physical condition and that she has no disability, impairment or ailment that prevents her from engaging in active or passive exercise that will be detrimental to her health, safety, comfort or physical condition if she does so engage or participate. It is recommended that everyone consult his or her own physician before beginning any exercise program. Members shall not be relieved of their obligations to make any payment herein agreed to and no deduction or allowance from said payments shall be made, by reason of the absence or withdrawal of the member from membership or by reason of the member’s failure to attend or use the facility.

The undersigned has received, read, understands and agrees to abide by and cause family members and guests to abide by the rules and regulations of the club as they now exist and as they may from time to time be amended or supplemented.

This agreement is not assignable or transferable by the member without the specific agreement and approval of the club. That due to the fact that damages under this agreement are difficult to ascertain, the parties mutually agree that in the event of a default the club is entitled to receive the entire contract balance due as liquidated damages plus all delinquency fees as prefaced herein. This agreement, together with any attachment(s), will be governed by the laws of (state), supersedes all prior oral or written representations or communications between the parties, constitutes the entire understanding of the parties regarding the subject matter of this agreement, and may only be modified or amended by a written supplement signed by both parties.

Read, acknowledged and agreed to this date, ___________________________, 200_

Signature:_____________________________ Driver’s License #__________________

Signature:_____________________________ (parent/guardian)

Signature:_____________________________ (player)

Sign all copies of this agreement, return one copy to the VBC, and keep one copy for your records.
SAMPLE LOCAL JUNIOR OLYMPIC VOLLEYBALL PROGRAM

These next three pages give a sample of an information sheet for a fictional club. Please feel free to draft your own in any way.

PREFACE

The purpose of this publication is to inform all members, prospective members, and parents of the services and regulations of this Volleyball Program. All prospective members and their parents are urged to read this document before auditioning or applying for membership. They should become familiar with:

1. All the programs and services offered.
2. The responsibilities of the athletes and the parents.

This document is limited to the Volleyball Program and is a supplement to USA Volleyball and the Regional Volleyball Program rules and regulations.

This Volleyball Program exists for the benefit of those who wish to achieve excellence in the sport of volleyball and promote interest in the sport at the local level. We believe that our program teaches individuals to excel, promotes competitiveness, family unity, and develops leadership skills that transcend athletics into every aspect of a member's life.

PHILOSOPHY

This Volleyball Program has as its objective to be recognized as the finest volleyball organization in the nation. This can be best accomplished by:

1. Developing interest and encouraging participation in large numbers by conducting day camps and leagues for players at all levels.
2. Developing highly competitive teams whereby recognition is gained through winning.
3. Encouraging and helping well-rounded, outstanding athletes to pursue higher education.

ORGANIZATION

Our Volleyball Program consists of an Executive Director who has sole responsibility for day-to-day decisions and a seven-member board of directors who approve policy and determine long-range planning objectives. The director is assisted by an Administrative Assistant. Coaches are hired to coach the teams in the travel leagues. The local league teams are coached by volunteer parents or members of the community.

Volunteer committees, consisting of RVA members' parents, are organized each year for the purposes of conducting fund raising events, tournaments, banquets, public relations and publicity, issuing uniforms and assisting in other RVA activities. Questions concerning any of these activities should be directed to the chairperson of each committee.

TRYOUT AUDITIONS

Auditions are conducted for selecting teams in the travel league. Players and their parents are required to audition before being selected as members of the organization. The audition process consists of:

1. An initial interview and skills assessment of the athlete.
2. An interview of the parent and player.
3. Notification by mail at the conclusion of the audition process.

Before any player may participate in the audition process, they must submit to the Executive Director the following:

1. An audition fee in the form of a check or money order payable to the Volleyball Program.
2. A completed parent/guardian questionnaire.
3. A completed athlete's resume.

If the player is selected, the following must be mailed to the Program immediately.

1. A copy of the athlete's birth certificate.
2. A copy of the athlete's most recent grade report.
3. A written consent for treatment of a minor.
4. Registration fee.

AUDITION DETAILS

Location of auditions:
Volleyball skills assessment & player interviews
Date Time Age

Uniform: All participants are required to dress appropriately and wear a T-shirt with a visible number on the front and back for the skills assessment portion of the audition process.

Family Interview (At least one parent or guardian must attend)
Date Time Age

Note: Volleyball Program reserves the right to deny participation to any athlete who has incomplete application forms and does not meet the audition requirements.
RESPONSIBILITIES & CODE OF CONDUCT

Membership in the Volleyball Program carries with it certain responsibilities to the organization, particularly in the area of conduct.

1. At least one parent/guardian of every member must serve on a minimum of one committee.
2. Players, coaches and parents should have a general knowledge of USA Volleyball, State High School Program and region rules and regulations.
3. During or between matches, no player, parent, or coach shall make any disparaging remarks about, or gestures towards, another player, team, coach or official.
4. At all times, members and coaches are expected to act appropriately and dress tastefully (no short, tight or revealing garments, etc.) keeping in mind that they are representatives of the Volleyball Program and also our city.
5. When participating in a tournament, players and coaches should not leave personal property or team belongings unattended.
6. Players are responsible for leaving all facilities neat and clean.

COMMUNICATIONS

During the course of the year, the Director will call various meetings or communication sessions to advise members of important events or to release particular details of scheduled events.

Frequently, pre-tournament information is delayed and vague. Calling committee meetings have proven to be the most effective means of communication. For routine information, such as tournament location and team composition, the process is as follows:

1. The Administrative Assistant will contact the team coach and give her/him the details of the event.
2. The coach will give the information to the team captain.
3. The team captain will call her respective team members and give them the necessary information.
4. The captain will then notify the coach of the composition of the team and any other confirmation details.

TEAMS, TOURNAMENTS AND COACHES

The objective of the travel league is to give teams an opportunity to compete against various teams in the state and country. The coach is responsible for the composition of the team. Players will be played at the discretion of the coach who will make every effort to play all players. The level of the competition, the ability of the athlete, the needs of the team, and the importance of the tournament will dictate the amount of time each player will get on the court.

The primary objective of the local league is to give individuals as much playing experience as possible. While not all players will play equal time as a result of team needs, team size, or position played, all players will play a minimum of one game per match.

The parent and player of the local league should also understand that they are members of the Volleyball Program and not of a particular local team. The Executive Director and coaches will compose teams to maximize playing time and talent for the advancement of the players. An individual could play on several different teams during a single season. Players should view this as an opportunity to excel, learn, and interact with other RVA members.

UNIFORMS

The Volleyball Program, through the uniform committee, will issue official team uniforms at the beginning of each season. The cost of the uniform is included in the membership fee, and the uniform must be worn whenever representing RVA at a sanctioned tournament. The uniform MAY NOT be worn for any other purpose than while attending or traveling to or from expressed RVA functions.

Proper care and appearance of the uniform is the responsibility of the individual player. Each piece of the uniform should be clearly marked with the player’s name on the inside tag.

Additionally, knee pads, socks, warm ups, etc. are available from the Administrative Assistant for a nominal charge.

STATE ELIGIBILITY

The Volleyball Program structures its program to be in full compliance with state rules and regulations as understood. However, the association strongly urges all players and their parents to educate themselves on all state and institutional rules to ensure that no infractions occur.
FINANCIAL OBLIGATIONS

Unless otherwise stated, it is the responsibility of the parent to provide transportation, lodging, and meals at all RVA/USA Volleyball events.

It is the responsibility of the parent to insure that all monies for membership fees and tuition payments are received on or before the deadlines. All monies submitted should be in the form of a check or money order made payable to the Volleyball Program and mailed to:

*___ OUT OF REGION TOURNAMENTS
*___ NATIONAL EVENTS

LOCAL LEAGUE ....................................$100.00
INTERNATIONAL TRIP (JAPAN) ........$2,000.00
AUDITION FEE.........................................$10.00
LATE REGISTRATION FEE ...............$20.00

(Players registering after January 1 will be required to pay a late registration fee.)

WHAT DOES EACH EVENT INCLUDE?

USA VOLLEYBALL OPEN SEASON

*USAV individual registration fee
*USAV team & officials registration fee
*USAV tournament entry fees
*RVA uniform (T-shirt & brief)
*Coaches’ fees & expenses
*Director's fee
*Administrative assistant & other staff salaries
*(Teams will practice twice a week and play in two USAV tournaments a month from January thru May)

Parents must provide transportation & meals for all trips and room & board for overnight trips.

OUT OF REGION EVENTS

*Round trip airfare
*Entry fees
*Room
*Coaches’ expenses
*Ground transportation in the city

Parents must provide sufficient funds for meals.

LOCAL LEAGUES:

*USAV individual & team registration fees
*Gym rental
*Uniforms (T-shirt & brief)
*Administrative expenses
*General operating expenses

JUNIOR OLYMPICS

Based on USA Volleyball rules, teams must qualify to attend the US Junior Olympic Volleyball Championships by a top finish at a qualifier, or by winning Regionals. RVA teams that qualify will be given the option to attend the Junior Olympics. However, parents must pay the additional costs.

SAMPLE TUITION AND FEES

PACKAGE 1

*USA VOLLEYBALL OPEN SEASON
PARENTS MUST PROVIDE TRANSPORTATION TO THE PLAYING SITES & MEALS.

INTERNATIONAL TRIP:

*Round trip transportation
*Room and Board
*Airport Tax
*International Travel and in-country expenses for two coaches
*All competition fees
*Necessary sanctions by U.S. and International NGB’s
*Individualized placement with overseas host families
*Language Lessons

NOTE: All fees are non-refundable. In case of an injury, refunds must be requested in writing. A letter from the physician is required. Such refunds will be pro-rated and must be approved by the Board of Directors of RVA.

Other payment plans can be arranged with the director. Alternate arrangements will require a written contract.

DONATIONS & FUNDRAISING

Corporate and individual donations must be made directly to the Volleyball Program. Brochures are available to the parent from the Administrative Assistant for those who wish to solicit such donations.

All proceeds from Corporate Fundraising activities will be handled by the Fundraising Committee and deposited directly into the RVA account. Monies will be used as the need arises and as designated by the Executive Director and the Board of Directors.

During the course of the year, the fund raising committee will conduct various fund raising activities. All proceeds from such will be handled by the fund-raising committee and deposited directly to the AVA account. Credit will be awarded to individuals based on participation in each activity. Details on specific activities are available from the chairperson of the fund-raising committee.
INJURY POLICY

All injuries must be reported immediately to the Coach and the Administrative Assistant. In the case of a major injury, the athlete will not be permitted to participate unless clearance is obtained from the athlete’s physician.

Payments made to the Volleyball Program are NOT refundable except in the case of injury or illness. The amount to be refunded is prorated based on the amount of participation and refund policy of airlines and other organizations. Parents must request any refund in writing and attach a statement from the athlete’s physician. Only personal contributions made directly by the parent are refundable. Monies raised through the fund-raising committee are not refundable. The board of directors of AVA must approve all refunds. Volleyball Program reserves the right to change scheduled events. In the event of a cancellation of a major activity, full refunds will be made.

The Volleyball Program, under the Internal Revenue Code, Section 501(c) (3), is classified as a non-profit, tax-exempt organization.

DISABLED VOLLEYBALL INFO

Mike, anything you can insert here to address/aware folks in this area would be great.
LEASING OF PREMISES

Our sport must rent or lease the facilities needed to hold our activities. In many locations, community-minded organizations obtain and maintain such facilities. Under most circumstances, this arrangement works quite well, but only if their contractual agreements (if any) appropriately balance all the responsibilities and any liability between both the sport and the facility during the entire term of our agreements or contracts.

We need to explain the terms and functions of Certificates of Insurance, Indemnification Clauses, and Hold Harmless sections - commonly found in contractual leasing/rental agreements - in order to clarify the responsibilities regarding what each party will assume and to provide for a clearer understanding by both parties. All three should be reciprocal, i.e., "I'll do this for you, if you do the same for me."

A Certificate of Insurance notifies one party that the other has adequate liability insurance should a lawsuit be filed. One million dollars is generally considered "adequate" and the other party is named as an additional insured; this means that Party A's insurance will cover both Party A and Party B, if sued. This assures the reciprocal, balanced relationship mentioned above....unless:

Party B asks Party A (USAV/RVA) to indemnify and hold harmless Party B, from "any and all" liability arising out of injury to others and their property during the term of the contract. This means that Party A is asked to be completely responsible for every injury, loss, damage, or other incident that occurs. In addition, to "hold harmless" means that Party A agrees to take the place of Party B in any lawsuit against Party B; to "indemnify" means that Party A agrees to pay any costs of Party B, if the lawsuit is successful. Taking over all responsibilities for another party can have very serious and unfavorable consequences for USA Volleyball. Balanced reciprocity simply provides for Party A to indemnify and hold harmless Party B for problems caused by Party A, and provides for Party B to do the same for Party A due to problems caused by Party B, based on the agreed responsibilities in the contract.

Unfortunately for USA Volleyball we may be asked to sign agreements and contracts that are not reciprocal, i.e., the youth program that leases an arena may find itself paying for the injuries to spectators if the roof collapsed...or the program may have to pay because of an accident in the parking lot before or after the game.

Those members of the USA Volleyball family who are asked to sign a contractual relationship for their organization should check with their Regional Commissioner or the National Office to be sure that such balanced reciprocity exists. Sending a copy of any of the contracts you have already signed to the National Office would be greatly appreciated and will help us to assist your efforts.

CONTRACT CONSIDERATIONS:

1. Indemnity provisions - use form "A" - not broad forms
2. Additional Insured Requirements
3. Certificate Requirements
   a. Ask, don't offer this status.
   b. Verify coverage, don't extend immediately.
   c. Seeing reciprocal protection as in form A.
   d. Point out insurance is per occurrence, not aggregate.
   e. Governments are often immune - we must have protection.
   f. Communicate top to bottom.