



# **2023-2024 Player/Parent Handbook**

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## Mission & Philosophy

### Mission Statement

Cape Coral Volleyball Academy aims to provide athletes with high-level technical and tactical instruction and a positive learning environment that fosters personal growth and development through a passion for the game of volleyball.

### Vision Statement

To become the largest most competitive volleyball club in Lee county, by providing a positive learning experience through the best coaches, inspiring maximum effort and competing in top - flight tournaments. Ensuring our athletes have not only the tools to compete on the court, but the rest of their lives.

### Cape Coral Volleyball Academy's Core Values

- Purpose
- Respect
- Integrity
- personal courage
- Sportsmanship
- Academy Philosophy

We are committed to ensuring that every Cape Coral Volleyball Academy athlete has a positive experience that fuels their love of volleyball and competition. We focus on the process over outcomes and developing a growth mindset; in other words, our top priority is always striving to improve and give each athlete the feedback and tools they need to help them improve as a volleyball athlete and person every day. While we do provide our athletes with the highest caliber of volleyball training, it is equally important that athletes learn life lessons that will stay with them long after their volleyball career comes to an end. Our coaches are mentors, role models and above all teachers.

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We teach our athletes the game of volleyball including all aspects of skills training, tactical knowledge, and match strategies. Additionally, we teach our athletes to be disciplined, compete and train at full effort, be a positive and supportive teammate, be a problem solver, push beyond their comfort zone, and compete with confidence and enthusiasm. Above all we teach and expect all of our athletes and coaches to conduct themselves with the highest level of integrity and character with a focus on diversity and inclusion. Winning matches is far less important than competing with character, honesty, ethics and effort. All while respecting everyone and everything we encounter along with this wonderful sport we all love. That is the ultimate win.

We expect both our athletes and our coaches to constantly find ways to improve and grow. Our coaches are trained, certified and experienced and meet regularly together to discuss training methods and techniques. These are shared with their teams so that we can learn from one another. The CCVA directors and coaches work together to ensure that each team is receiving the same high-level coaching and to create continuity between all our teams and age groups.

Cape Coral Volleyball Academy is a family. Our older athletes work with and get to know the younger athletes and our teams support and cheer each other whenever we can. We will host club-wide events and fun activities throughout the season to give the athletes and families the chance to get to know each other. Cape Coral Volleyball Academy teams are formed with the goal of creating competitive teams at every age group. We expect a high level of commitment from everyone involved with Cape Coral VA and seek athletes who want to put in the time and work necessary to be the best volleyball player they can be. Our Directors and Coaches share that commitment and work tirelessly to build successful teams and athletes.

WE ARE CAPE CORAL

## **CLUB HISTORY**

CCVA was formed locally in Cape Coral by a group of hard working and dedicated men that have similar beliefs and passion for the game of volleyball. Jason and Nick were involved with a local club and John was the director of another local club, Jim was the one who brought us all together. One Saturday morning at House of Omelets, CCVA was born and with the four of us working together, there is no obstacle that we cannot overcome.

## **BOARD OF DIRECTORS**

As of August 2023:

John Gardener, President, Co-Director

Jason Odebralski, Vice President

James Hauck, Treasurer

Nick Trapani, Secretary, CO- Director, Director of coaches

## **CONTACT INFORMATION**

John Gardener – 239.257.8807

Jason Odebralski – 239.209.8809

Jim Hauck – 239.633.2277

Nick Trapani – 772.631.6726

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Club Address:

913 E. Industrial Circle  
Unit #1  
Cape Coral, Fl. 33909

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## **COMMITMENT**

Congratulations! You have been selected to play on one of Cape Coral Volleyball Academy's (CCVA) travel teams. We want to make sure you are aware of the responsibilities that come with this honor and what CCVA will provide in return.

CCVA is committed to offering volleyball programs to all ages and levels. It is our intention to give each player the chance to work with and be mentored by high quality coaches, to learn valuable life lessons, and to develop lifelong friendships.

### I. Your Commitment

- A. Non-Refundable Financial Commitment
- B. Signed Commitment form

### II. What is Included in Club Fees?

- A. High Quality Coaching
  - 1. Coaching Registrations
  - 2. Coaching Fees
- B. Administration Fees, Facility Costs, Insurance, General Liability, Website Fees, etc.
- C. Equipment: Volleyballs, Ball Carts, Net Systems, Sport Court, etc.
- C. Gym Practice Time
  - 2 to 3 Practices a week and conditioning.
- D. Uniforms
  - 1. 2 Jerseys (2) extra for libero and (1) extra for back-up libero
  - 2. Practice T-Shirts = 2
  - 3.  $\frac{3}{4}$  zip up for over jerseys.
  - 4. backpack
- D. Tournament Entry Fees

### III. Additional Expenses (not included in returning player club fee)

- A. Replacement Uniforms (as needed)

- B. Travel to Tournaments (including airfare, gasoline, and hotel) and Food – Parents are responsible for their child's travel and eating arrangements
  - C. Optional Private Instruction/Lessons
  - D. Camps and Clinics
  - F. All Expenses **AFTER** the Regional Tournament (if your child's team goes to national tournaments)
- \*\*\* AAU Nationals in June will be an option for each team, but this is not part of our main club season. We try to give families the choice to play or not since it is over summer break. Please discuss this option with your team coaches later in the season. \*\*\*



## **TEAM LEVELS**

1. Red Teams – National team – out of state travel with more college exposure and higher profile tournaments.
2. Black Teams – Regional in state events – Same level of coaching and development without the travel. Lower level of college exposure, but still opportunities to compete in regional – national tournaments.
3. White Teams – Local development level with one- and two-day tournaments. The same level of coaching is provided with a focus on learning the skills to develop into a higher-level team.

## ***SUCCESS BEGINS WITH A POSITIVE ATTITUDE***

Cape Coral Volleyball Academy is a program you can be proud of, and we work hard to maintain and continue this tradition. In order to make this happen, a positive commitment from administrators, coaches, players, and parents is required.

Our **COACHING STAFF** must be committed to be informed of the latest techniques, strategies, and fundamentals of the game. They must have the ability to motivate our players to their maximum level of performance, patience, and the ability to communicate with positive reinforcement. The coaching staff must assist each player to achieve the goals established by the player.

**PLAYERS** must be committed to the program as established by the coaching staff and to practice. They must play with a competitive attitude and maintain good sportsmanship at all times.

**PARENTS** must be committed to the program as established by the coaching staff and to practice. Parents must **maintain a positive attitude** toward the program **and good sportsmanship at all times**. Parents should become knowledgeable of the game, so they can understand how the sport is played and appreciate the efforts of ALL the players.

It is extremely important to our program goals that coaches, players, and parents maintain a positive attitude. We can accomplish our goals if all of us believe in and are committed to the same system.

Some of the most common questions we get from parents are:

My child is on the wrong team -- This generally means that the player is not on what is considered the "number one" team. Methods used to assign players to teams are based on an evaluation conducted in a professional manner, consensus of three or more qualified individuals, and needs of a team. If you think a mistake has been made, please discuss with Director and Head Coach. Please do not involve the player.

My child is not playing the right position -- Often, a player is the shining star on a high school or middle school team at a particular position and is not playing that position at CCVA. There are several reasons for this.

First, you must remember that the competition within CCVA is a lot stronger than on school teams; therefore, the competition for each position is more intense than in a school environment where the number of skilled players is limited.

Second, the coach may have a particular need at a certain position and the player is the only one with the requisite skills to fill that need. In any event, talk to the coach first about any concern you may have and then support the coach's decision.

## ***SUCCESS BEGINS WITH A POSITIVE ATTITUDE cont'd.***

**NOTE:** Do not, under any circumstance, corner the coach at a tournament. A meeting time should be scheduled to discuss such a matter. CCVA requires a “24-hour rule” for parents to talk to coaches about issues with his/her child’s playing time, team, etc.

My child is not playing enough – This can be a common question. When playing for CCVA at the elite level, players will not always play the same amount of time, and we cannot provide a guarantee of playing time. CCVA does provide a guarantee of the right to practice with players of equal or better ability and, through hard work, to improve skill levels and to compete for the opportunity to play. **Playing time is earned, not awarded. Negative comments directed to other parents, coaches, and players concerning offensive schemes, defensive schemes, players’ positions, who is playing, etc. or providing excuses to players for poor performances have no place in our program. Help maintain an excellent program by supporting coaches and players with a positive attitude.**

**NOTE:** Repetitive complaining to the athlete(s) or to a third party that interferes with the club’s efforts to pursue its’ stated mission and purpose may be a cause, in the sole determination of the club, to ask the member to resign.

## REQUIRED PAPERWORK

Most forms will be found soon if not already on our website. [WWW.CCVAvolleyball.com](http://WWW.CCVAvolleyball.com) and can be filled out on your computer then printed. Online registration is also available on the Tryout Info page.

### Before Tryouts:

- 🌀 Make copy of your birth certificate
- 🌀 Register online (renew or join) and print out two (2) copies of *Membership Card*...one for you and one for the club...for:
  1. AAU at [www.aausports.org](http://www.aausports.org) (All participants)
  2. USAV Florida at [www.floridavolleyball.org](http://www.floridavolleyball.org) if requested

### Bring to Tryouts (unless you registered online):

- 🌀 Completed *Player Information Sheet*\*
- 🌀 Completed *USAV Medical Release Form* (notarized form)
- 🌀 Copy of *AAU Membership Card*
- 🌀 Copy of *USAV Membership Card*
- 🌀 Copy of *Birth Certificate*
- 🌀 Signed *Waiver/Liability Release*\*
- 🌀 *Tryout Fee* (Cash, Check, Money Order)

### To Accept a Team Position:

- 🌀 Once you accept a team position at CCVA, you must provide a credit card to be placed on file and pay a deposit (cash, check, money order, or credit card). Our website can handle all your account needs.
- 🌀 Sign the current *Participation and Payment Contract*
- 🌀 Signed *Athletic Code*\*
- 🌀 Sign the *USAV Commitment Form* (available beginning October 1<sup>st</sup>), if applicable.

- 🌀 Sign *Disney Waiver*, if applicable
- 🌀 Login to USAV Florida at [www.floridavolleyball.org](http://www.floridavolleyball.org) and choose Cape Coral Volleyball Academy as your club of choice beginning October 1<sup>st</sup>. **THIS IS VERY IMPORTANT!**
- 🌀 Read this *Handbook* in its entirety and sign the *Parent/Player Handbook Acknowledgment form*\*.

\*This form can be completed with Online Registration.

## **FUNDRAISING**

Cape Coral Volleyball Academy is committed to giving everyone the opportunity to excel in the sport of volleyball. A quality program is expensive, in terms of commitment, time, and money. The directors and staff are committed to the goal that no deserving athlete shall be deprived of the benefits of CCVA for lack of funds. CCVA already has a monthly payment schedule but, if adjustments need to be made on an individual basis, we are more than willing to work with parents on an adjusted payment plan or on different fundraising ideas to make the club charges more manageable. There are various options for making money to offset some of the annual club fees.

Cape Coral Volleyball Academy, Inc. is a non-profit, 501(c)(3) organization; therefore, all donations are tax deductible. However, funds raised under the name of CCVA cannot be returned to the athlete at any time. Fundraising money is to be used strictly for expenses incurred by the individual athlete, not the athlete's family. If funds remain in an athlete's account at the conclusion of the season, they will be transferred to the next year. If a player graduates or does not return, the funds remaining in the account are transferred to a general operational account for use at the staff's discretion.

CCVA's fundraising is not a "team" effort. Only those who participate and work for the money will benefit from the funds raised. ALL fundraising ideas for each season will first go thru the Directors. If you have any questions on fundraising or have ideas on fundraising opportunities, please contact Club Director via e-mail.

Help us support our scholarship fund and give athletes the opportunity to play at the collegiate level!

## **FINANCIAL AID**

We know that financial assistance is necessary for some families in order to have your son/daughter participate in our club program. Please understand that our process is limited to a budget that is projected based on club fundraisers and grants, so Financial Aid may not be available each year. We ask for your help in actively seeking donations through sponsorships.

Our process also has to remain fair and equitable to all youth. We do not want to jeopardize any prospective student athlete's future eligibility at a collegiate institution by providing him/her with financial assistance based on athletic ability. NCAA and most other collegiate governing bodies for athletics require that an amateur athlete not be compensated for athletic ability from a sport organization. Therefore, our process has to be open to all members and subject to financial need which protects the amateur status of our volleyball club players. We use government poverty thresholds as a baseline, but also take into consideration number of

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CCVA players registered from a single family and extenuating hardship circumstances that impact a family's ability to pay for club fees.

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## ***FINANCIAL AID cont'd.***

If financial aid is available, **the deadline for Financial Aid Applications is two (2) weeks prior to the first practice of the respective player.** There is **NO 100% financial aid.** **CCVA requires all applicants to pay at least the tryout fee and the Uniform Package Fee (since players keep their uniforms).** **CCVA also requires each financial recipient to send out sponsorship letters and try to raise part of their club fees.** The application will be forwarded to the Board of Directors, and all Tryout/Registration Forms must have been completed. If the application is denied in full or part, then the payment plan information detailed in the Financial Aid Application will be reviewed and discussed with the family.

## ***INVALID CREDIT CARD & RETURNED CHECKS***

In the event that a credit card needs to be charged and is later found to be invalid, an additional \$35.00 fee will be added to the bill. If the payment is NOT made in full within ten (10) days, your child will be ineligible to practice or play until the payment is settled with the CCVA President or Club Director.

Returned checks will be charged a \$35.00 reprocessing fee. Once again, if not paid in full within ten (10) days of the returned check notice, your child will be ineligible until the full payment is settled with the CCVA President or Club Director.

All payments should be sent to: Cape Coral Volleyball Academy  
Attn : Jason Odebralski  
913 E. Industrial Circle unit # 1  
Cape Coral, FL 33909

Payment questions can be directed to Jason Odebralski, [coachjason.ccva@gmail.com](mailto:coachjason.ccva@gmail.com) or 239.209.8809.

## **PLAYER'S RULES AND POLICIES**

CCVA is an AAU and USAV program. We expect our athletes to act in a courteous manner throughout the season both locally and as they travel. Athletes disobeying either Club or USAV/AAU rules or acting in a manner deemed inappropriate by the staff, may be disciplined or expelled from CCVA by the staff. If expulsion from the program is required, there will be no financial compensation, and future Club fees will no longer be due.

**PLAYING TIME:** Every member of CCVA will be offered training through practice. Playing time is based on practice and event performance of the athlete as viewed by the team coach and the CCVA coaching staff. Court time at major competitions (such as Regionals, National Qualifiers, and/or Nationals) will be geared toward the best lineup. Local court time will be more evenly distributed. Equal playing time is NOT guaranteed.

**DRUGS & ALCOHOL:** Any member found to be in the possession of alcohol, tobacco, or illegal drugs on the premises of any practice or tournament facility will be immediately expelled from the program.

**ATTENDANCE:** **Players** must call their coach at least one (1) hour before practice if they will not be in attendance. Athletes who miss practice are missing valuable information and training time and, potentially, may have their playing time decreased. To emphasize player responsibility, **we ask that parents DO NOT call on behalf of their child** (with the exception of the 10 and under parents/players) unless the player is unable to.

**UNIFORMS:** To promote team and program unity, all athletes are required to wear practice uniforms at all practices and full game uniforms at all tournaments. Team uniforms do NOT include jewelry, wristbands, or headbands. Pants or shorts are to be worn over spandex outside of the gym. Shoes are to be worn at all times.

**SAFETY:** To ensure the safety of fans and spectators and to prevent damage at playing sites, ball handling will only be done in the gymnasium.

**TRANSPORTATION:** Transportation to all practices and competitions is the responsibility of the players and their parents.

## **TOURNAMENT POLICIES:**

- 🌀 Teams will arrive at the playing site one (1) hour prior to playing the first match and forty-five (45) minutes for refereeing.
- 🌀 All players are required to wear CCVA issued attire upon entering and leaving the gym.
- 🌀 All players must wear practice t-shirts at tournaments or any other volleyball related function.
- 🌀 No food or drinks (other than water or sports drinks) are allowed in most gyms. Florida Region rules allow a tournament director to penalize teams if parents and/or supporters ignore this rule.
- 🌀 All athletes are expected to attend every tournament. If an athlete cannot be at a tournament, your child must inform the coach as soon as she/he knows they will be absent, so that the coach can make appropriate changes to practices or lineups. It is the athlete's (not the parent's) responsibility to make arrangements with the coach.
- 🌀 Athletes may NOT leave a tournament site until excused by the coach.

**OFFICIATING:** To ensure fairness in distributing officiating duties, every player will complete all "USAV Juniors" officiating and scoring courses online. Required courses are:

- Line Judge
- Scorer
- 2<sup>nd</sup> Referee
- Libero Control

In addition, players may leave a tournament only after all refereeing duties have been completed and permission has been obtained from the team coach. Instructions for Referee Training can be found on our website under the VB Info tab.

**TRAVEL:** When teams travel, players will stay with their parents and/or teammates. It is the responsibility of the parents and players to make travel and hotel arrangements. CCVA will block rooms at hotels to insure rooms are available. **FOR SELECT TOURNAMENTS, PARENTS AND PLAYERS MUST STAY AT REQUIRED TOURNAMENT HOTELS.**

We encourage parents to travel with the team to different events; however, we understand that this is an extra expense to the family. If attending, please remember the team is at the event to **PLAY VOLLEYBALL** not vacation.

See *Travel Policy – for CCVA Teams*.

### **PRACTICE POLICIES:**

- ⊗ Always be on “Lombardi Time” for practice (at least 15 minutes early). We have limited gym space and to avoid another team’s practice starting late or your practice running short, every athlete must be dressed, warmed up, and ready to go at the scheduled practice time.
- ⊗ Volleyball shoes should be carried into practice and tournament venues and only worn for practice and games to ensure that the shoes last longer and our practice facilities remain clean.
- ⊗ All athletes are required to wear CCVA practice apparel to practice. If your team has more than one color shirt, make sure that everyone knows which color to wear on each practice day. Each team is required to wear the same practice t-shirt at practice.
- ⊗ If an athlete is late arriving to a practice, your child must change into her/his practice gear, report to her/his coach, and explain why she/he is late. Your child's coach, in his/her sole discretion, will determine any corrective action to be taken.
- ⊗ An injured athlete who attends school is expected to attend CCVA
- ⊗ practice, even if your child cannot physically participate in practice. This policy is to offer support to your child's team, assist the coach if needed, and be knowledgeable of all team information.
- ⊗ Transportation to practice is your responsibility. If your child has to wait after practice for someone to pick her/him up, your child's coach is required to stay with her/him. In this situation, the coach has the authority to charge a Twenty-Five Dollar (\$25) fee for each half hour. Coaches are not babysitters. Please do not take advantage of the fact that he/she is required to stay with your child if you are late.

- ⊕ Practices are for the athlete to improve skills. They will get out of it what they put into it. Players should always give 100% of the energy they have at that moment in practice. Remember... You play how you practice!

## **HARRASSMENT POLICY *from* USAV PARENT INFORMATION GUIDE**

### **Unwanted Contact or Harassment of Players:**

(See Section III. Literature used for the Recruiting of Players) Any player or parent has the right to stop the recruiting process at any time. The decision to do this does not need to be based on harassment alone.

If a player or parent has made the decision to play for a particular club long before the beginning of the season and wishes not to be contacted by other clubs, they should convey that to any person contacting them about joining another club -- preferably in writing. At that time, the party who contacted the player is obligated to cease all contact.

If the contact continues, by any agent of the club, the player or parent should contact the Executive Director or the Commissioner. The Florida Region will gladly step in to protect its members from unwanted contact or harassment. However, the family or player must come forward with a written, formal complaint on which the region can take action. Verbal complaints are not sufficient to take any punitive action.

## PARENT'S RULES AND POLICIES

CCVA is an experienced club and we are working to develop a reputation of quality and class. Just as we expect certain actions of our players, we also ask the same courteousness and politeness from our players' parents.

- 🌀 Parents should refrain from any unsportsmanlike conduct that could embarrass the club or penalize a team.
- 🌀 Parents disobeying Club or USAV/AAU rules or acting in a manner deemed inappropriate by the staff may be expelled from CCVA by the Staff.
- 🌀 Parents will not be permitted to discuss the coaching philosophies with the coaches at a tournament. **If a parent is upset about something with a team, he/she will abide by the "24 Hour Rule" and wait 24 hours before discussing the matter with the coach.** If further problems arise, please contact the Club Director(s) who may schedule a meeting with the Coach, Directors, and parents all together. (Please see Grievance Policy & Procedures.)

### OPPORTUNITIES TO HELP (suggestions, not requirements):

- 🌀 **Team Parent:** Basically, a team representative...will make sure the coach has everything needed from the team's parents and organize a schedule for nourishment at tournaments. The coach will determine the preferred method (i.e., packing food, going out as a team, or eating at the hotel or venue). Please note that the food parent is an organizer not the financier.
- 🌀 **Travel Parent:** In charge of helping the coach when traveling in whatever way they can.
- 🌀 **Telephone Parent:** In charge of making sure each member of the team has a list of everyone's contact information. In addition, this parent will be in charge of contacting all the parents if the coach needs information to the team spread quickly.
- 🌀 **Club Volunteer:** Help CCVA while hosting tournaments, events, etc.
- 🌀 **Video Parent:** Generally, for 15 and older teams. A parent that will tape matches for the team. Someone that the team can count on to get game footage of the entire team for parents to make individual recruiting tapes and/or to be utilized for training purposes by the coach.

## **TRAVEL POLICY - for NATIONAL ORGANIZATIONS**

As part of USAV's commitment to participant safety, USAV requires its clubs to have published practices for team travel. Team Travel is defined as overnight travel to a team activity that is planned and supervised by CCVA. CCVA's travel policies must be signed and agreed to by all athletes, parents, coaches, and other adults traveling with the club.

As part of USAV's commitment to safety, it requires clubs to publish practices for travel. Clubs must include the following in their Travel Policy:

- Club travel policies must be signed and agreed to by all athletes, parents, coaches, and other adults traveling with the club.
- Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete).
- When only one athlete and one coach travel to a competition, the athlete must have his or her parents' (or legal guardian's) written permission in advance to travel alone with the coach.

## **TRAVEL POLICY - for CCVA TEAMS**

Travel will be a standard aspect of our competitive season and CCVA has established policies to guide our travel, minimize one-on-one interactions, and reduce the risk of misconduct. Adherence to these travel guidelines will increase athlete safety and improve the competitive experience while keeping travel a fun and enjoyable experience.

### **LOCAL AND TEAM TRAVEL**

We distinguish between travel to training, practice, and local competition (“local travel”) and team travel involving a coordinated overnight stay (“team travel”).

#### **Local Travel**

Local travel occurs when CCVA does not sponsor, coordinate, or arrange for travel. For local travel, athletes or their parents/guardians (for minor athletes) are responsible for making all travel arrangements. In these instances, it is the responsibility of the athlete or their parents/guardians (for minor athletes) to ensure the person transporting the athlete maintains all safety and legal requirements, including, but not limited to, a valid driver’s license, proper insurance, well maintained vehicle, and compliance with all state laws.

In an effort to minimize one-on-one interactions, CCVA staff members, coaches, and/or volunteers, who are not also acting as a parent, should not drive alone with an unrelated athlete and should only drive with at least two (2) other athletes or another adult at all times, unless otherwise agreed to in writing by the athlete’s parent or guardian in advance of travel. In any case where a staff member and/or volunteer is involved in the athlete’s local travel, a parental release is required in advance. Efforts must be made to ensure that staff and/or volunteers are not alone with an athlete or participant, by, for example, picking the athletes up in groups.

Coaches, staff members, and volunteers who are also an athlete’s guardian may provide shared transportation for any athlete(s). We encourage guardians to pick up their athlete first and drop off their athlete last in any shared or carpool travel arrangement. We also recommend completing a shared travel declaration form signed by the parents/guardians of any minor athlete who is being transported as part of such a carpool arrangement.

#### **Team Travel**

Team travel is overnight travel that occurs when CCVA sponsors, coordinates, or arranges for travel so that our teams can compete locally, regionally, nationally, or internationally. Because of the greater distances, coaches, staff, volunteers, and chaperones will often travel with the athletes. However, no coach, staff member, or volunteer will engage in team travel without the proper safety requirements in place, including valid drivers’ licenses, proper insurance, well-maintained vehicles, and compliance with all state laws.



CCVA makes efforts to provide adequate supervision through coaches and other adult chaperones.

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## **TRAVEL POLICY - for CCVA TEAMS cont'd.**

Appropriate adult-to-athlete ratios will depend on the age of your athletes and other participants. CCVA recommends one (1) adult for every three (3) players.

For team travel, athletes or their parents/guardians (for minor athletes) are responsible for making all travel arrangements. In these instances, it is the responsibility of the athlete or their parents/guardians (for minor athletes) to ensure the person transporting the athlete maintains all safety and legal requirements, including, but not limited to, a valid driver's license, proper insurance, well maintained vehicle, and compliance with all state laws. CCVA will block hotel rooms for the club; however, it is the responsibility of the athlete or their parents/guardians (for minor athletes) to book their own rooms.

CCVA will also notify hotel management should any special arrangements be warranted. For instance, we will request an additional large room or suite so that our members and athletes may socialize as a group. Meetings do not occur in hotel rooms, and we will reserve a separate space for adults and athletes to socialize.

We encourage family members who wish to stay in the team hotel to do so. If family members do not stay in the team hotel, we encourage all athletes to call parents and guardians regularly and allow for any unscheduled calls by either the athlete or parent/guardian.

### **TRAVEL NOTIFICATION**

When possible, CCVA will provide reasonable advance notice before team travel. Notice will include the dates, location, and duration of competition. Travel notice will also include designated team hotels for overnight stays as well as a contact person within CCVA. This individual will be the point of contact to confirm your intention to travel and to help with travel details.

If applicable, CCVA will post specific travel itineraries when they become available. These will include a more detailed, hour-by-hour itinerary as well as contact information for team travel chaperones.

### **MIXED-GENDER AND MIXED-AGE TRAVEL**

CCVA has the possibility of being made up of male and female athletes across various ages. Athletes will only share a room with other athletes of the same sex and age group. Athletes will also be grouped by age and sex for the purposes of assigning an appropriate chaperone. We will make every effort to provide these groups at least one (1) chaperone of the same sex. However, we rely on parents to serve as chaperones and may be limited in providing this match.

Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with

an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete). Where an adult is registered both as a coach and an athlete member of CCVA and is functioning primarily as a coach, he or she may share sleeping arrangements with another registered coach.

## ***TRAVEL POLICY - for CCVA TEAMS cont'd.***

### **COACH AND STAFF RESPONSIBILITIES**

During team travel, coaches and staff members will help athletes, fellow coaches, and staff members adhere to policy guidelines, including, without limitation, the Travel Policy, Locker Rooms and Changing Areas Policy, and Reporting Policy.

If a coach or staff member transports an athlete or other organization member in their private car for team travel, a copy of the coach's or staff member's valid driver's license is required.

When not practicing, training, competing, or preparing for competition, coaches and staff will monitor the activities of athletes, fellow coaches, and staff during team travel. Coaches and staff will:

- a. Prepare athletes for team travel and make athletes aware of all expectations. Supplemental information will be given to parents/guardians of athletes who are considered inexperienced travelers, new or relatively new to team travel, or who are under the age of 14.
- b. Familiarize themselves with all travel itineraries and schedules before the initiation of team travel.
- c. Conform to, and monitor for others' adherence, the Athlete Protection Policy and all policies during team travel.
- d. Encourage minor athletes to participate in regular, at least daily, scheduled communications with their parents/guardians.
- e. Help athletes be on time for all team commitments (as possible).
- f. Assist with team travel logistical needs (as possible).
- g. Support chaperones and/or participate in the monitoring of athletes for adherence to curfew restrictions set based on age and competition schedule as listed in travel itinerary.
- h. Ensure athletes are complying with hotel room restrictions based on gender or age bracket requirements.
- i. Make certain that athletes are not alone in a hotel room with any adult apart from a family member; this includes coaches, staff and chaperones.
- j. Not use drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing their coaching duties.

- k. Immediately report any concerns about physical or sexual abuse, misconduct, or policy violations.
- l. Notify parents before taking any disciplinary action against a minor athlete if the athlete is traveling without his or her parents.

## **TRAVEL POLICY - for CCVA TEAMS cont'd.**

### **CHAPERONE RESPONSIBILITIES**

Chaperones accompany team travel to ensure that the athletes, coaches, staff, and volunteers adhere to CCVA's policy guidelines. While these include the travel policy, it also includes all other relevant policies contained in CCVA's Handbook.

If a chaperone has not undergone a criminal background check and CCVA's awareness training, the chaperone will not be permitted to have any one-on-one interactions with athletes or other youth participants. If a chaperone has undergone a criminal background check and awareness training, he or she may have appropriate one-on-one interactions as outlined in CCVA's Handbook.

If a chaperone will be operating a private car for team travel, a copy of the chaperone's valid driver's license is required.

Chaperones will monitor the activities of all coaches, staff members, volunteers, and athletes during team travel. Specifically, chaperones will:

- a. Familiarize themselves with all travel itineraries and schedules before team travel.
- b. Monitor for adherences to club policies during team travel.
- c. Encourage minor athletes to participate in regular, at least daily, scheduled communications with their parents/guardians.
- d. Help athletes be on time for all team commitments (as possible).
- e. Assist coaches, staff, and other volunteers with team travel logistical needs (as possible);
- f. Monitor athletes for adherence to curfew restrictions set based on age and competition schedule as listed in travel itinerary.
- g. Ensure athletes comply with hotel room restrictions based on gender or age bracket requirements.
- h. Not use drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing their chaperone duties.
- i. Make certain that athletes are not alone in a hotel room with any adult apart from a family member; this includes coaches, staff and chaperones.
- j. Immediately report any concerns about sexual and physical abuse, misconduct, or policy violations to an CCVA Board Member.



**Cape Coral Volleyball Academy**  
**John Gardener**

## **MINOR ATHLETE ABUSE PREVENTION POLICIES**

**Covered Organizations/LAOs are required to implement the following athlete abuse prevention policies**

To satisfy these requirements, USA Volleyball provides these policies to USAV member clubs. Clubs may choose to implement stricter standards.

### **SafeSport Club Policies**

1. One-on-One Interactions, including meetings and individual training sessions (Clubs are required to establish reasonable procedures to limit one-on one interactions, as set forth in federal law)
2. Massages and rubdowns/athletic training modalities Locker rooms and changing areas
3. Social media and electronic communications
4. Local travel
5. Team travel

These policies shall apply to the following:

- 1) Adult members at a facility that is either partially or fully under the jurisdiction of a **FLORIDA REGION CLUB**
- 2) Adult members who have regular contact with amateur athletes who are minors
- 3) Any adult authorized by **FLORIDA REGION CLUB** that may have regular contact with or authority over an amateur athlete who is a minor
- 4) Adult staff and board members of a **FLORIDA REGION CLUB**

(Collectively “Applicable Adult” for the purposes of this policy)

Revised August 2023

## **POLICY 1 - ONE-ON-ONE INTERACTIONS**

### **Observable and interruptible**

One-on-one interactions between a minor athlete and an Applicable Adult (who is not the minor's legal guardian) at a facility partially or fully under the jurisdiction of a **FLORIDA REGION CLUB** are permitted if they occur at an observable and interruptible distance by another adult.

One-on-one interactions between minor athletes and an Applicable Adult (who is not the minor's legal guardian) at a facility partially or fully under the jurisdiction of a Covered Organization/LAO are prohibited, except in the circumstances described in meetings with mental health care professionals and health care providers of this section and under emergency circumstances.

Meetings between Applicable Adults and minor athletes at a facility partially or fully under the jurisdiction of a **FLORIDA REGION CLUB** may only occur if another adult is present, except under emergency circumstances. Such meetings must occur where interactions can be easily observed and at an interruptible distance from another adult.

If a one-on-one meeting takes place in an office at a facility partially or fully under the jurisdiction of a **FLORIDA REGION CLUB**, the door to the office must remain unlocked and open. If available, it will occur in an office that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.

### **Meetings with mental health care professionals and health care providers**

If a mental health care professional and/or health care provider meets with minor athletes at a facility partially or fully under the jurisdiction of **FLORIDA REGION CLUB**, a closed-door meeting may be permitted to protect patient privacy provided that:

The door remains unlocked and another adult is present at the facility.

The other adult is advised that a closed-door meeting is occurring written legal guardian consent is obtained in advance by the mental health care professional and/or health care provider, with a copy provided to the organization.

## **Individual training sessions**

Individual training sessions between Applicable Adults and minor athletes are permitted at a facility partially or fully under the jurisdiction of **FLORIDA REGION CLUB** if the training session is observable and interruptible by another adult. It is the responsibility of the Applicable Adult to obtain the written permission of the minor's legal guardian in advance of the individual training session if the individual training session is not observable and interruptible by another adult. Permission for individual training sessions must be obtained at least every six months. Parents, guardians, and other caretakers must be allowed to observe the training session.

## **POLICY 2 - MASSAGES AND RUBDOWNS/ATHLETIC TRAINING MODALITIES**

Any massage or rubdown/athletic training modality performed at a facility or a training or competition venue under the jurisdiction of **FLORIDA REGION CLUB** must be conducted in an open and interruptible location. Any massage of a minor athlete must be done with at least one other adult present and must never be done with only the minor athlete and the person performing the massage or rubdown/athletic training modality in the room.

## **LOCKER ROOMS AND CHANGING AREAS**

### **Non-exclusive facility**

If **FLORIDA REGION CLUB** uses a facility not fully under their jurisdiction (for, e.g., training or competition or similar events) and the facility is used by multiple constituents, Applicable Adults in categories 1 through 4 are nonetheless required to adhere to the rules set forth herein..

### **Use of recording devices**

Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras and video cameras in locker rooms, changing areas, or similar spaces at a facility under the jurisdiction of **FLORIDA REGION CLUB** is prohibited. Exceptions may be made for media and championship celebrations, provided that such exceptions are approved by the **FLORIDA REGION CLUB** and two or more Applicable Adults are present.

### **Undress**

Under no circumstances shall an unrelated Applicable Adult at a facility under the jurisdiction of **FLORIDA REGION CLUB** intentionally expose his or her breasts, buttocks, groin, or genitals to a minor athlete.



## **One-on-one interactions**

Except for athletes on the same team, at no time are unrelated Applicable Adults permitted to be alone with a minor athlete in a locker room or changing area when at a facility under the partial or full jurisdiction of **FLORIDA REGION CLUB**, except under emergency circumstances.

If **FLORIDA REGION CLUB** is using a facility that only has a single locker room or changing area, separate times will be designated for use by Applicable Adults, if any.

## **Monitoring**

**FLORIDA REGION CLUB** will regularly and randomly monitor the use of locker rooms and changing areas at facilities under their jurisdiction to ensure compliance with these policies.

## **POLICY 3 - SOCIAL MEDIA & ELECTRONIC COMMUNICATIONS**

As part of **FLORIDA REGION CLUB** emphasis on athlete safety, all electronic communications between a coach and athlete must be professional in nature and for the purpose of communicating information about team activities.

### **Content**

All electronic communication originating from Applicable Adults to minor athletes must be professional in nature.

### **Open and transparent**

Absent emergency circumstances, if an Applicable Adult with authority over minor athletes needs to communicate directly with a minor athlete via electronic communications (including social media), another Applicable Adult or the minor athlete's legal guardian will be copied.

If a minor athlete communicates to an Applicable Adult (with authority over the minor athlete) privately first, said Applicable Adult should respond to the minor athlete with a copy to another Applicable Adult or the minor athlete's legal guardian.

When an Applicable Adult with authority over minor athletes communicates electronically to the entire team, said Applicable Adult will copy another adult.

Minor athletes may "friend" the organization's official page.

### **Facebook, Myspace, blogs, and similar sites**

Coaches may not have athletes of **FLORIDA REGION CLUB's** Team join a personal social media page. Athlete members and parents can friend the official **FLORIDA REGION CLUB's** Team page and coaches can communicate to athlete members through the site. All posts, messages, text, or media of any kind between coach and athlete must be professional in nature and for the purpose of communicating information about team activities or for team-oriented motivational purposes.

### ***Twitter, instant messaging and similar media***

Coaches and athletes may "follow" each other. All posts between coach and athlete must be for the purpose of communicating information about team activities.

### ***Email and similar/electronic communications***

Athletes and coaches may use email to communicate. All email content between coach and athlete must be professional in nature and for the purpose of communicating information about team activities. Where the coach is a staff member and/or volunteer, email from a coach to any athlete we recommend come from the club website email center (the coach's return email address will contain "@CLUB.com").

### ***Texting and similar electronic communications***

Texting is allowed between coaches and athletes. All texts between coach and athlete must be professional and for the purpose of communicating information about team activities.

### ***Electronic imagery***

From time to time, digital photos, videos of practice or competition, and other publicly obtainable images of the athlete – individually or in groups – may be taken. These photos and/or videos may

be submitted to local, state or national publications, used in club videos, posted on club or club associated websites, or offered to the club families seasonally on disc or other electronic form. It is the default policy of **FLORIDA REGION CLUB** to allow such practices as long as the athlete or athletes are in public view and such imagery is both appropriate and in the best interest of the athlete and the club. Imagery must not be contrary to any rules as outlined in **FLORIDA REGION CLUB's** Participant Safety Handbook.

### ***Request to discontinue all electronic communication or imagery***

The parents or guardians of an athlete may request in writing that their child not be contacted by any form of electronic communication by coaches or Applicable Adults subject to this policy. (Photography or videography). The **FLORIDA REGION CLUB** will abide by any such request that their minor athlete not be contacted via electronic communication, absent emergency circumstances.

### ***Misconduct***

Social media and electronic communications can also 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 our Participant Safety Handbook.

### ***Violations***

Violations of **FLORIDA REGION CLUB's** Electronic Communications and Social Media Policy should be reported to your immediate supervisor, a **FLORIDA REGION CLUB** administrator or a member of **FLORIDA REGION CLUB's** Participant Safety Committee for evaluation. Complaints and allegations will be addressed under **FLORIDA REGION CLUB's** Disciplinary Rules and Procedure.

### **LOCAL TRAVEL & TEAM TRAVEL**

This policy shall apply to:

- 1) Adult members who have regular contact with amateur athletes who are minors

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- 2) Any adult authorized by **FLORIDA REGION CLUB** to have regular contact with or authority over an amateur athlete who is a minor
- 3) Adult staff and board members of **FLORIDA REGION CLUB**

(Collectively “Applicable Adult” for the purposes of this policy)

## **POLICY 4 - LOCAL TRAVEL**

Local travel consists of travel to training, practice, and competition that occurs locally and does not include coordinated overnight stay(s).

### **Transportation**

Applicable Adults who are not also acting as a legal guardian, shall not ride in a vehicle alone with an unrelated minor athlete, absent emergency circumstances, and must have at least two minor athletes or another adult at all times, unless otherwise agreed to in writing by the minor athlete’s parent/legal guardian in advance of each local travel.

## **POLICY 5 - TEAM TRAVEL**

Team travel is travel to a competition or other team activity that the organization plans and supervises.

### **Team/competition travel**

When only one Applicable Adult and one minor athlete travel to a competition, the minor athlete must have his/her legal guardian’s written permission in advance and for each competition to travel alone with said Applicable Adult.

### **Hotel Room**

Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with a minor player. (Unless coach is the parent, guardian or sibling of the player) However, a parent/legal guardian may consent to such an arrangement in advance and in writing. Furthermore, a parent/legal guardian may consent in advance and in writing to the minor athlete sharing a hotel room or other sleeping arrangement with an adult athlete

Coach or his/her designee will establish a curfew by when all players must be in their hotel rooms in a supervised location. Regular monitoring and curfew checks will be made to each room by at least two properly background screened adults. At no time should one adult be present in room with minor players, regardless of gender.

Team personnel should ask hotel to block adult pay per view channels.

### **Meetings**

Meetings shall be conducted consistent with the **FLORIDA REGION CLUB** policy for one-on-one interactions

Individual meetings between coach and player may not occur in hotel sleeping rooms and must be held in public setting or with additional adults present with one of those adults being the same gender as the player.



## Dispute/Grievance Procedure

(Cape Coral Volleyball Academy) fully comprehends the value of parent involvement and encourages our parents to offer feedback whether positive or negative, but to do so in a respectful way. The below procedure is designed to help athletes and parents with questions, concerns, or problems that may occur during the course of the season. It ensures open and honest communication between all parties involved.

1. 24-hour rule: If the athlete or parent has a concern arising from a tournament or practice that needs to be addressed, they must wait at least 24 hours after the conclusion of the event to discuss the issue with the head coach. We trust that parents will be timely in communicating with coaches regarding potential issues that would distract that coach from their primary objective of coaching the team.
2. Don't approach the coach immediately prior to the start of practice, the coach must focus on the athletes' and the training required during practice.
3. The athlete must first ask for a meeting with the coach to discuss the issue at hand. In the case of players on 13's or younger teams, the parents may request the meeting, in which the athlete, parent and coach must be present.
4. If the issue is unresolved, the parents may ask for a meeting between themselves, the athlete, and the coach to discuss the issue. The meeting should take place at a location considered adequate for a private discussion agreed upon by both the parent and coach – NOT at a tournament and/or practice.
5. If the issue is unresolved, the parent may ask for a meeting with the club director, the head coach, and the athlete. The meeting should take place at a location considered adequate for private discussion, agreed upon by the parent, coach, and director and during a scheduled time away from practice or a tournament is appropriate. The decision of the club director at this point is **FINAL**.

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It is essential that our parents serve as a support system for our club, players and coaches. To ask this, we, as the club director, staff, and coaches need to be available to empower parents and athletes with information and ensure understanding. When all parties share time together, the potential conflict creates a greater opportunity to learn from each other different strategies in how all parties can communicate effectively and be more congruent in cultivating a positive experience for our athletes.

#### **GRIEVANCE POLICY & PROCEDURES cont'd.**

#### **OTHER POLICIES REGARDING GRIEVANCES WITH SWSVB:**

1. SWSVB will NOT tolerate hostile, aggressive confrontations between a parent and any official, coach, athlete, or another parent, whether the confrontation is within the Club or not. Violation of this policy may result in the athlete(s) being dismissed from CCVA.
2. It is inappropriate for an athlete or parent to approach other CCVA members about a problem the athlete or parent is having with an CCVA coach.
  - ⊗ Asking uninvolved persons to take sides in an issue is unfair to the third party and to the Club. For the psychological health of the teams and the Club as a whole, grievances need to be handled between the parties involved and the decision makers in the situation.
  - ⊗ Remember...Competitive team athletics, by nature alone, create situations where everyone may not be happy all of the time.
  - ⊗ **Refunds and Deposits:** Upon making any CCVA team, at a regular or supplemental tryout, there is a **non-refundable deposit** (depending upon the team) due to secure the spot. Subsequent refund of any club fees is based on the number of players per team **and given for medical reasons ONLY**. All refunds are reviewed on a case-by-case basis. All final decisions are determined by the Board of Directors.

#### **GRIEVANCE POLICY & PROCEDURES cont'd.**

3. Any member who is approached and asked to listen to or to express an opinion about matters between two other parties in the Club is **strongly** encouraged to refer the complaining party to take the matter up with either the coach, Club Director, or Board of Directors.

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4. Any member who, as a third party, hears remarks or stories about CCVA, its employees or its policies, that cause the member to be concerned, is encouraged to call the Club Director or Board of Directors immediately to determine the facts or to alert the Club administration to a situation of which it may be unaware.
  - ④ By the time the story gets to a third or fourth party, it frequently bears little resemblance to the truth or to the facts of the situation.
  - ④ It is also detrimental to the athlete and disruptive to the team to complain to the athlete about the coach, the coach's style, or the CCVA policies.
  - ④ If you, as a parent, are unhappy or concerned about any matter, address the party in control. If the athlete is unhappy, your child needs to address the appropriate party.





## Club Release Policy

If an athlete/family decides to depart (CCVA) during the respective season, the following steps must take place:

### Release Policy:

STEP 1 - The athlete/family in question must submit a written request for release to the Club Director, (**director name**), (at the club's email address: [xxx@xxx.com](mailto:xxx@xxx.com) ) and to the Florida Region at [registrar@FloridaVolleyball.org](mailto:registrar@FloridaVolleyball.org) stating the reason for the request.

STEP 2 - Club will release the athlete immediately once the following item(s) have been completed:

1. Athlete returns all club gear provided to athlete this season.
2. Member must remit all financial obligations agreed upon contractually. Payment Option – Member pays full cost of season.

**Transfer Policy:** A player can represent only one club during the Season. A change in geographical location of the family due to a change in job, military, scholastic or inner-collegiate status may receive special consideration. No player may participate in different Qualifying events with different clubs/teams. Proof of residency must be provided by the family at the time of the release/transfer request.

Once an athlete has participated in a **National Qualifier Event (Regional or NQ)** they may not be released for the rest of the season to another club. Please refer to the USA Volleyball (USAV) Championship Manual on releases for athletes that participate in regional or national qualifying/bid events.

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Parent Name (Print)

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Parent Signature

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Date:

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## HELPFUL TOURNAMENT HINTS FOR NEW VOLLEYBALL PLAYERS

We are so glad you have chosen to be a part of Cape Coral Volleyball Academy. (CCVA)! town tournaments is a new experience for, here are a few helpful hints and information regarding travel.

**Lodging:** CCVA blocks hotel rooms to ensure they are available for you. However, you are not required to stay at the hotel of our choice or the hotel recommended by the tournament **UNLESS** it is a requirement to enter a tournament.

Players are expected to arrive at their hotel the evening before the tournament, typically a Friday night. However, if your child does not play until the afternoon wave, you may choose to travel in the morning. Please remember that your child **MUST ARRIVE** at the venue ready to play one (1) hour prior to game or officiating time.

**Traveling:** It is the responsibility of the parent to bring their child to the venue or to make arrangements with another parent. Players are not allowed to drive themselves to out-of-town tournaments.

Carpooling is encouraged to and from the venues as parking can be an issue. Players should travel to and from the venue in the same vehicle all weekend. This helps prevent anyone being left behind.

**Safety:** No player should ever walk around by themselves, hotel included. Safety is a priority for our players, so please help keep our players safe. In addition, to help prevent injury, players should never walk around barefoot at the hotel or venue.

**Tournament Play:** The first day is divided into a morning wave and an afternoon wave. Your child's coach will let them know what time they need to arrive at the venue; our Club policy is one (1) hour before play time.

The first day of competition will consist of Pool Play. Typically, your child's team will be in a pool of 4 teams which will play each other for the day. You will play on the same court all day; you will have to referee/officiate at least one match; and you will have a rest period. The rest period is usually a time to eat a meal.

The second day (or last day) of competition is single elimination. The standing of the team on the last day of competition is determined on how well the team does the first day. The team keeps playing until they lose. If the team loses, they must referee/officiate the next match, after which they are free to go home after the coach releases them. **All players must stay to**

**the end even if they are not refereeing/officiating. We always arrive as a team and leave as a team.**

## **HELPFUL TOURNAMENT HINTS FOR NEW VOLLEYBALL PLAYERS cont'd.**

**Team Parent:** It can be helpful if each team has a Team Parent or two for overnight tournaments. The Team Parent is typically responsible for the meals at the playing venue and team water. The Team Parent purchases the food and then collects an equal portion from each player to cover the cost. The Team Parent has two (2) options for getting the food to the tournament:

1. Bring a big cooler to the gym loaded with lunch foods, snacks, and water for the day. Set out lunch for the players and coaches, so they can eat during their rest time.
2. Setup lunch foods in a room and let the players make their lunches before leaving the hotel. The players pack a gallon-size Ziploc baggie with their lunches and snacks and keep in their backpacks. Also have the players put several waters (enough for the entire day of pool play) in their backpacks. This option only works if all players are staying at the same hotel.

Most venues do not allow coolers in the gym. Some venues will have designated rooms and/or areas for coolers. Others only have outdoor storage of coolers; therefore, it is always good to bring a few blankets for everyone to sit on if outside.

If your team decides to forego a Team Parent, everyone is responsible for their own food at the venue. Most tournaments will have food to purchase, or you can bring your own.

**Breakfast:** If a hotel serves breakfast, we take advantage of it. If not, you're on your own or the Team Parent can coordinate this. Eating a meal prior to arriving at the venue is very important and highly recommended.

**Leisure:** If there is time, the team will do a fun activity together. We try to keep these activities inexpensive, so it's not a financial burden on anyone. The coach and players will decide what to do and have fun as a team. Parents are always welcome to join them; however, it is not necessary, as long as there is enough transportation and supervision.

**Uniforms:** VERY IMPORTANT! Please make sure your child has her/his entire uniform before leaving home for the tournament. Before getting into the car, ask a few simple questions:

- Do you have your backpack?
- Do you have your jerseys? (If a jersey is forgotten, it may result in your daughter not playing. If items are forgotten, it can be very expensive or impossible to replace.)
- Do you have your spandex?
- Do you have your socks?
- Do you have your volleyball shoes?

- Do you have your knee pads?
- Do you have your warm-ups?

# PLAYER/PARENT HANDBOOK ACKNOWLEDGEMENT FORM

- This acknowledges that WE (Parents and Players) have access to a copy of the CCVA Parent/Player Handbook on the CCVA website.
- WE understand that it contains important information regarding CCVA's policies and procedures.
- WE acknowledge that we are expected to read, understand, and adhere to the CCVA's policies.
- WE understand that WE should discuss any questions with the Club Director or Board of Directors.
- By our signature below, WE acknowledge that both Parents and Players have read and understand the entire Cape Coral Volleyball Academy Parent/Player Handbook.

Dated: \_\_\_\_\_

Team: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Printed Name

\_\_\_\_\_  
Parent/Guardian Printed Name

\_\_\_\_\_  
Player Signature

\_\_\_\_\_  
Player Printed Name