

Jr. SunDogs Volleyball Club Parent/Athlete/Coaches Handbook



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1. Overview

1.1 Our Vision

- a. The Junior SunDogs Volleyball Club (JSDVC) is a developmental and performance-based volleyball organization for boys and girls ages 8 to 18, based on availability of athletes and coaches. We strive to provide opportunities for our athletes to achieve success through competitive play.
- b. JSDVC has a twofold purpose:
 - i. to properly develop athletes and
 - ii. to foster a grassroots developmental system for amateur athletes.
- c. Our goal is to support athletes in attaining the highest possible level of volleyball through developmental training, teamwork, dedication and sacrifice.
- d. To maintain a competitive and recognized club. Our performance-driven program will:
 - attract and support young athletes in all age categories and providing them with the opportunity to develop their skills and to compete provincially and nationally;
 - support and encourage athletes to develop their skills in order that they can become active at the provincial, university, national and international levels;
 - Provide trained coaches based on the Saskatchewan Volleyball Association (SVA) and Volleyball Canada standards.

1.2 Our Principles

- a. JSDVC is a community-based, non-profit organization committed to training and developing athletes through competitive participation in the sport of volleyball.
- b. As athletes, coaches, parents and administrators, we are committed to developing character through the pursuit of excellence in all we do.
- c. Our coaches, players and parents serve as positive ambassadors for the sport of volleyball by encouraging good sportsmanship and high personal integrity.
- d. We are committed to developing athletes through the latest coaching techniques and philosophies, consistent with the Saskatchewan Volleyball Association and Volleyball Canada.
- e. Assisting each individual athlete to develop to his or her maximum potential and support teams in competing to the best of their ability at Provincials and Nationals.
- f. We provide athletes with access to provincial, national and international programs and competitions.
- g. We provide experience and guidance to families whose children may be qualified to pursue post-secondary athletic opportunities.

- h. Coaches, parents and athletes are supported by a strong administrative structure with clear areas of accountability and channels of communication.
- i. We encourage parents to support their athletes throughout the club volleyball season.

2. ORGANIZATIONAL STRUCTURE

2.1 Executive Committee Overview

- a. The Executive Committee is responsible for governance, establishing the broad policies and objectives that underlie the JSDVC's daily and long-term activities. The Executive Committee determines the JSDVC's vision and principles and is responsible for all decision-making, direction and implementation of JSDVC procedures and policies.
- b. The Executive Committee is made up of volunteers. Each member has a major role in the JSDVC and are dedicating to maintaining its progressive success. The Executive roles include:
 - President
 - Treasurer
 - Secretary
 - Coach Liaison – Female & Male
 - Fundraising/Sponsorship
 - Clothing/Equipment
 - Website/Social Media
 - Great Plains College representative
 - Members at large
- c. Executive Committee members each have a vote, but preference is given to arriving at decision making by consensus.
 - i. Parents and coaches are encouraged to submit feedback and suggestions in writing, however, only the Executive Committee can vote and approve JSDVC's decisions.
- d. The Executive Committee oversees the JSDVC bank account, coordinates all potential sponsorship avenues, secures gym facilities, arranges all meetings, recruits and is responsible for overseeing of all coach volunteers.
- e. The Executive Committee acts as a liaison with SVA and Volleyball Canada.
- f. Executive members must complete the Safe Places – Youth Certification.

2.2 Team Managers

- a. Each team has a Team Manager who is responsible for the coordination of the team. See Appendix G.

- b. The Team Managers are volunteers who serve as a coach liaison for the parents and are responsible for ensuring, through facilitation and delegation, that all the parent duties are completed. Team Managers report to the Head Coach and Executive Committee.

2.3 Club Treasurer

- a. The JSDVC has a volunteer treasurer responsible for the handling of all monies.
- b. The Treasurer is responsible for controlling the bank account, collecting team fees and keeping track of team expenses. The Treasurer reports to the Executive Committee.

3. Athletes

3.1. Club Season Tryouts

- a. All Saskatchewan athletes are welcome to try out for JSDVC teams. All athletes are evaluated each season to ensure that the top available athletes are selected. Previous experience with JSDVC serves as beneficial information for the evaluation only.
- b. Each age division has specific tryout times, and athletes are encouraged to try out for their appropriate age group. Athletes are permitted to try out for all applicable age groups as per SVA guidelines. Any exceptions must be vetted and decided upon by the Executive Committee prior to the completion of tryouts.
- c. Tryout schedule is predetermined based on SVA guidelines.
- d. A team of coaching experts lead a series of volleyball drills that highlight athlete strengths and weaknesses. Coaches will run their team's tryouts and are responsible for picking athletes for their team based on these strengths and weaknesses.
 - i. Coaches who are a parent/guardian of an athlete must have a third-party member make final team selections to avoid any conflict of interest issues.
- e. Tryout attire consists of T-shirt, socks, kneepads (optional), appropriate court shoes, shorts or spandex, hair tied back. Bandanas, wristbands, spaghetti strap shirts, jewelry and black-soled shoes are not permitted.
- f. In order to try out, athletes must provide, on the day of the tryout, an email address, phone number, birthday, and other information on a provided registration form. At the time of registration applicable fees must be paid.
- g. Athletes who are unable to try out on the given date(s) must their planned absence in writing to clubinfo@jsdvolleyball.com. Athletes **may** be invited to an alternate tryout time and date prior to the final team selections based on the decision of the Executive Committee.

3.2 Athlete Selection Criteria

- a. Athletes are assessed and selected based on the following criteria:

Volleyball Skills

- serving, underhand passing/serve reception, setting/overhand passing, attacking/hitting, blocking, digging

Athletic & Physical Abilities

- height, speed, motor skills, reach, block reach, jump reach, spike reach, mobility, range of motion, strength, eye/hand coordination, reaction time, intuitive sport instincts

Work Ethic

- discipline, intensity, consistency, effort, competitiveness, adaptability, coachability, cognitive abilities

Mental Preparedness

- game knowledge, practice and match focus, effort, learning retention, play recognition, tactical skills

Communication

- personality, leadership, positivity

Lifestyle Commitment

- dependability/reliability, time management, nutrition, physical training, conditioning

3.3 Teams and Divisions

- a. JSDVC bases its team selections on the number of athletes trying out at each age level. Once aware of these numbers, the Executive will select the appropriate age levels at which the teams will compete.
- b. Each team consists of 8-15 athletes, as per SVA guidelines, selected during tryouts.
- c. Athletes meet 2-3 times per week. The practice schedule is based on the availability of gyms and coaches.
- d. Teams in the 13/14 & Under division are introduced to basic offensive and defensive strategies.
- e. The basics are continually reinforced with teams in the 15/16 & Under division. There is an emphasis on both team and individual strategies and a greater focus on offensive strategies. Athletes are introduced and become familiar with scouting teams and analysis. Nutrition and physical training are necessary to prepare athletes for competition. A high commitment level is expected in this age division.
- f. The basics are continually reinforced with teams in the 17/18 & Under division. Team and individual strategies are further developed to prepare the athletes for game tactics. Athletes are introduced and become familiar with scouting teams and analysis. Statistics may be recorded and analyzed from practice and game situations. Nutrition and training are necessary to compete at this level. A high level of commitment is expected in this age division.

3.4 Expectations and Responsibilities – Athletes

- a. Athletes are expected to attend the majority of practices.
- b. When participating in more than one sport, athletes are expected to do so without creating too many scheduling conflicts.
- c. Athletes are expected to identify all scheduling conflicts (family, school) well in advance to their head coach and are asked to respect their coach and fellow players by avoiding a late notice.
- d. Athletes are expected to accept the team role assigned by their coaches.
- e. Athletes are expected to have a strong work ethic, a desire to succeed, a winning attitude and the ability to be a strong team player.
- f. JSDVC expects each and every athlete to conduct themselves in an exemplary manner. The responsibilities of the athlete are outlined in the Athlete's Code of Conduct in Appendix B. The Executive will determine the consequence if an athlete breaks the Code of Conduct. Failure to abide by the Code can be grounds for an athlete's dismissal from the Club.
- g. A doctor or physiotherapist note will be requested by coaches before allowing athletes to participate in practices or games after a known injury.

3.5 Clothing

- a. The JSDVC is expected to have a common, uniform look. Team uniforms are mandatory and must follow the clothing outline established by the Executive Committee for that year.
- b. Teams wanting to order custom uniforms must present an order request to the Executive Committee for order approval.
- c. No female uniform is to don the number five (5). The female five (5) uniform number was officially retired in 2015 in memory of Cassidy Kennedy (#CK5) of Cabri, Sk.
- d. Only clothing designed and offered by the JSDVC at the start of each year will be worn by players, coaches, and parents. No other clothing article can be created privately with the SunDogs, or Junior SunDogs representation on it. Failure to comply with this will result in the removal of all players, coaches, and parents wearing such articles from the club without refund. Those persons may also be subject to legal action. The design and name are trademarks belonging of Great Plains College.
- e. Parents are encouraged to purchase team gear that is provided by the JSDVC at the beginning of every year.
- f. Clothing options are listed on the Clothing Order Form that is available at the beginning of each season.

- g. Parents are responsible for all clothing, shoes, and kneepads worn by athletes during practices and competitions.

3.6 Facilities

- a. School gyms are used as practice facilities and to host tournaments. These gyms are utilized at the discretion of the school divisions, and it is important that they are treated with care and respect. This means:
 - abiding by the permit as to use of areas of the school, start and end time, etc.;
 - taking care of equipment and storing it carefully;
 - not wearing outdoor footwear in the gym during winter months. Water and snow must be kept outside the gym; and
 - cleaning up before leaving. The consequence of not taking care of our facilities is loss of gym time, which may be impossible to replace.
- b. The choice of facilities depends on availability and cost.

4. Parents

4.1 Expectations – Parents

- a. Parental involvement in the development of our athletes is important as it shows support and encouragement for the athletes' efforts.
- b. Athletes need parental support throughout the season with:
 - Rides to and from practices;
 - Accompaniment to tournaments and support at tournaments or other arrangements are required.
 - An understanding of the challenges of playing a sport at a competitive level; and
 - Enthusiasm and support.
- c. Parents are expected to support the athletes by modeling good sportsmanship and showing respect for all officials, coaches, athletes and spectators.
- d. Should concerns arise resulting from a practice or competition, parents are expected to abide by the 24-hour rule, which is to wait for at least 24 hours before approaching the coaches with their concerns.
- e. Parents are expected to attend tournaments as spectators and supporters and to respect all of the coaches' decisions.
- f. Parents are expected to help out with minor officiating (scorekeeping and lines) at competitions at tournaments and to provide additional assistance as requested by the coaches.
- g. The responsibilities of the parent are outlined in the Parent's Code of Conduct in Appendix C. Failure to abide by the Code of Conduct can be grounds for an athlete's dismissal from the JSDVC.

4.2 Financial Commitment

- a. Participation in a performance-driven program requires significant financial support.
- b. A breakdown of the expenses as well as a full explanation of the fees will be sent by the Executive Committee at the beginning of the season.

4.3 Sponsorships

- a. The Executive Committee is responsible for finding potential sponsors to reduce costs if required.
- b. If parents or athletes know of possible sponsorship opportunities, an email shall be forwarded to clubinfo@jsdvolleyball.com. The Executive Committee will explore.

5. Coaches

5.1 Qualifications

- a. JSDVC is committed to finding qualified coaching volunteers and is very proud of its talented and committed coaching staff.
- b. The coaches share a passion for the game and a strong desire to pass along their knowledge to the athletes.
- c. Many of the coaches have university, college, provincial and club team experience.
- d. As part of its mandate as a performance-driven club, JSDVC makes an effort to deliver as many qualified coaches as possible.

5.2 Expectations – Coaches

- a. Coaches shall complete the Safe Places – Youth Certification.
- b. Coaches are strongly encouraged to obtain professional coaching certification. as required by SVA. Funding can be applied for by contacting the Executive Committee to cover the cost of training.
- c. Coaches are expected to maintain a current knowledge of the rules as established by the SVA and Volleyball Canada.
- d. Coaches are expected to behave professionally with athletes and parents at all times.
- e. Coaches are expected to provide exemplary leadership, model promptness and attendance at all team functions, show respect for team members and the JSDVC image (e.g. dress, sportsmanship, language and general attitude).
- f. Coaches are expected to develop each athlete to their ultimate potential in terms of technical skills, physical ability and mental preparedness as per section 3.3.

- g. Coaches will lead by example by demonstrating a positive attitude both on and off the court.
- h. Coaches are expected to conduct themselves at all times in a manner that demonstrates good sportsmanship and a respect for others. They are expected to comply with the guidelines as outlined in the Coach's Code of Conduct (Appendix D) at all times.

5.3 Coaching Responsibilities

- a. Coaches are expected to play an active leadership role in the operational functions of the JSDVC.
- b. Coaches are responsible for establishing rules for their team, including team goals, expectations of athletes and parents, and reasonable consequences when athletes or do not meet JSDVC Code of Conduct. Any consequences will be discussed and concluded by the Executive Committee when there is a dispute.
- c. Coaches will plan and conduct all team practices and tournaments, including both the physical and mental aspects of competition.
- d. Coaches are responsible for relaying team and JSDVC information in a timely manner.
- e. Coaches will serve as team liaisons and maintain open communication with the Executive Committee, team members, and parents.

6. Social Media Guidelines

6.1 Definitions

- a. The following term has this meaning in these guidelines:
 - i. *"Social media"* – The catch-all term that is applied broadly to communication media including but not limited to texting, YouTube, Facebook, Instagram, Snapchat, and Twitter.

6.2 Purpose

- a. These guidelines provide coaches and athletes with tips and suggestions for social media use. Coaches and athletes are strongly encouraged to develop their own strategy for social media use and ensure that their strategy meets JSDVC social media guidelines.
- b. Given the nature of social media as a continually developing communication sphere, JSDVC trusts its coaches and athletes to use their best judgment when interacting with social media. These guidelines are not hard and fast rules or behavioral laws; but rather ideas that will inform coaches' and athletes' best judgement.

6.3 Social Media Guidelines for Coaches

- a. The following tips should be used by coaches to form their own strategy for social media use:
 - i. Choosing not to engage with social media is an acceptable social media strategy, however coaches must have good reasons for their choice and be active in other communication medias.
 - ii. Refrain from commenting on athletes' social media forums.
 - iii. Coaches may not demand access to an athlete's social media forums.
 - iv. It is not recommended to follow athletes on any social media forum.
 - v. Consider managing your social media so that athletes do not have access.
 - vi. Seek permission from athletes before posting pictures or videos.
 - vii. Keep selection decisions and other official team business off social media.
 - viii. Use caution when requesting athletes to join social media forum groups used for team communication.
 - ix. In order to achieve clear and full communication with your team, establish the forum most effective.
 - x. Ensure that parents are aware that some coach/athlete interactions may take place on social media.
 - xi. Exercise appropriate discretion when using social media for your own personal communications (with friends, colleagues, and other athletes) with the knowledge that your behavior may be used as a model by your athletes.
 - xii. Avoid association with social media forums that are illegal.
 - xiii. Be aware that you may acquire information about an athlete that imposes an obligation of disclosure. Consult the Executive Committee if you have questions.

6.4 Social Media Guidelines for Athletes

- a. The following tips should be used by athletes to form their own strategy for social media use:
 - i. Consider setting your privacy settings to restrict who can search for you and what private information other people can see.
 - ii. You are not required to follow anyone on social media forums.

- iii. If you feel harassed by someone in a social medium, report it to your coach and Executive Committee.
- iv. Content posted on a social medium, relative to your privacy settings, is considered public. In most cases, you do not have a reasonable expectation of privacy for any material that you post.
- v. Avoid posting pictures of, or alluding to, participation in illegal activity.
- vi. Model appropriate behavior in social media as a) an athlete, and b) a member of JSDVC and of Sask. Volleyball. As a representative of JSDVC, you have agreed to JSDVC *Social Media Guidelines* and must follow that *Guideline* when you post material and interact with other people through social media.
- vii. Content or behavior demonstrated in social media may be subject to sanction under *Social Media Consequences for JSDVC Athletes*.

6.5 Social Media Policy Consequences for JSDVC Athletes

- a. If a student-athlete's profile and its contents are found to be inappropriate in accordance with the above behaviors, he/she may be subject to the following penalties:
 - Verbal and/or written warning;
 - A meeting with Head Coach and/or Executive Committee;
 - Penalties as determined by JSDVC, including but not limited to possible suspension or release from his/her team.

7. Tournaments

7.1 Expectations and Responsibilities – Tournaments

- i. JSDVC follows SVA sanctioned tournaments. Tournaments usually start at the end of January or beginning of February.
- ii. Teams are budgeted for a maximum of six tournaments a year. If they wish to, they may attend tournaments across Canada or the United States at their own expense.
- iii. JSDVC supports any teams wishing to participate in National tournaments. This decision to compete will be made independently by each team. There are additional costs involved in attending a National tournament, which will not be covered by the registration fee.
- iv. Coaches have an overall responsibility for their team at tournaments.
- v. Athlete's are expected to follow the Athlete's Code of Conduct (Appendix B).
- vi. Parents are expected to provide assistance and support at tournaments.

8. Finances

8.1 Registration Fees

- a. A breakdown of the registration fees for the Club Season is provided in Appendix E. Payments must be received at the dates set out by the Executive Committee. Fees can be paid at once or divided into four payments.
- b. A player who has verbally committed to the coach and/or JSDVC and has signed the Athlete's Code of Conduct will not receive a refund past 72 hours from the time of 11:59:59 pm on the date.
- c. Section **8.1 b.** is put into place in order to protect other players on the team from paying more than the original JSDVC season budget.
- d. A partial reimbursement, pro-rated according to the JSDVC season, will be provided for a medical exception. A doctor's note is needed to confirm reimbursement.
- e. Registration fees may vary from season to season.
- f. All teams pay the same amount for gym rentals, regardless of how often they practice.
- g. Refunds will be determined and calculated by the Executive Committee annually.
- h. Coaches will be provided an honorarium based on an honorarium grid. Honorarium fees are collected as part of the registration fees and are distributed as pooled funds. These pooled funds may be used as payment for coach's development or SVA coaching fines.

8.2 Team Finances

- a. Each team will be provided with a financial breakdown at the start of the season (based on Appendix E).
- b. Teams that want to attend additional events that are not included in the provided registration budget must independently raise the additional funds.
- c. The funds collected for fees, SVA fees, performance bond, equipment, coaches' expenses, facility rentals, honorarium and/or developmental fees are all managed and distributed appropriately by the Executive Committee.
- d. The JSDVC Treasurer is responsible for managing the team's funds.

8.3 Club Finances

- a. JSDVC regulates the fees to ensure that the JSDVC as a whole will have adequate funds to cover current expenses as well as an operating reserve for one year. The Executive Committee must approve all club expenses.

- b. JSDVC reimburses the expenses incurred by coaches as outlined on the yearly registration budget. The cost is divided equally and charged back to the teams on an annual basis.
- c. JSDVC will not fund fees/fines gained by coaches/teams at events outside of budgeted allotted tournaments.
- d. The JSDVC Treasurer is responsible for the bank account and record keeping.
- e. Each year JSDVC budgets for the equipment needed.
- f. Expenses (e.g. gas for out-of-town tournaments) will not be reimbursed in full without a receipt.

8.6 Closure of the Club

- a. JSDVC is reliant on its parent and coach volunteers to operate. If the Executive folds, coaches are unavailable, or costs become too high to justify, the club may close.
- b. If JSDVC is forced to close, the money in the Club's bank account will be donated and equally divided amongst Great Plains College Sundogs, Chinook School Division and KidSport Swift Current.

Appendix A - Protection of Directors and Coordinators

1. Limitation of Liability

No Director or Coordinator of the Club shall be liable for the acts, receipts, neglects or defaults of any other Director or Coordinator or employee, or for any loss, damage or expense happening to the Club through the insufficiency or deficiency of any security in or upon which any of the monies of the Club shall be invested or for the loss or damage arising from the bankruptcy, insolvency or tortuous act of any person with whom monies, securities or effects of the Club shall be deposited, or for any loss occasioned by any error of judgment or oversight on his/her part, or for any other loss, damage or misfortune whatever which shall happen in the execution of the duties of office or in relation thereto unless the same are occasioned by the Director's own willful neglect or default.

2. Indemnity

Every Director and Coordinator of the Club and his/her heirs, executors and administrators and estate and effects respectively, shall from time to time and at all times be indemnified and saved harmless out of the funds of the Club from and against all costs and expenses whatsoever that each Director or Coordinator sustains or incurs in or about any action, suit or proceeding that is brought, commenced or prosecuted against him/her for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by him/her in or about the execution of the duties of office and all other costs, charges and expenses that he/she sustains or incurs in or about or in relation to the affairs of the Club except such costs, charges or expenses as are occasioned by willful neglect or default.

Appendix B – JSDVC Athlete’s Code of Conduct

As a member of the Junior SunDogs Volleyball Club (JSDVC), you are expected to conduct yourself in a manner that demonstrates good sportsmanship and a respect for others at all times. It is essential that you support your fellow teammates, coaches and the JSDVC to the best of your ability. Failure to adhere to these principles is grounds for dismissal from the JSDVC. This decision will be made by the Executive Committee and the coaches of the player and will be dealt with on a case-by-case basis.

As an athlete, you will be expected to adhere to the following standards of behavior throughout the volleyball season:

- Good sportsmanship is always the first priority.
- Demonstrate punctuality and diligence in both practices and games. In extreme situations, coaches have the right to remove players who are not attending, as per their coach’s reasonable expectations.
- Respect your fellow teammates and coaches; support them in your team endeavors.
- Understand your role on the team, as explained to you by your coaches, and execute that role to the best of your ability.
- Respect all officials, opposing athletes, coaches, and spectators. Use only appropriate language.
- Abide by, and accept gracefully, the decisions of officials, no matter which team those decisions may favour.
- Understanding that alcohol use and/or drug use will not be tolerated
- Understand that a doctor or physiotherapist note will be requested after injury.
- Demonstrate appreciation for and applaud good play and refrain from making derogatory remarks about officials, coaches or other athletes on any team.
- Respect and care for the facilities in which practices and competitions are being held and listen to those in authority.
- Be aware of and abide by the regulations of the Saskatchewan Volleyball Association and Volleyball Canada.
- Exhibit an exceptional standard of behavior when out in public as well as on the court. You are a representative of JSDVC both on and off the court, especially when wearing JSDVC clothing.
- To understand and accept coach’s philosophy regarding court time.
- Understand and abide by JSDVC Social Media Guidelines for Athletes.

I understand and agree to be held accountable for adhering to the Athlete’s Code of Conduct as described above. I have also read, and will abide by the governing points in the JSDVC Handbook.

Team/Age Group: _____

Athlete Printed Name: _____

Athlete Signature: _____

Date: _____

Appendix C - JSDVC Parent's Code of Conduct

As a member of the Junior SunDog Volleyball Club (JSDVC), your son/daughter is expected to conduct themselves in a manner that demonstrates good sportsmanship and a respect for others, as well as themselves, at all times. Similarly, it is essential that you, as their parents, also display and model behavior that is consistent with the highest ideals of good sportsmanship.

As a parent, you will be expected to adhere to the following standards of behavior before, during and after any practice or competition:

- Good sportsmanship is always the first priority.
- Respect all officials, coaches, athletes and spectators.
- Abide by, and accept gracefully, the decisions of officials, no matter which team those decisions may favour.
- Respect and care for the facilities in which practices and competitions are being held and listen to those in authority.
- Respond politely to the requests of event organizers.
- Be polite and courteous as a spectator and only use appropriate language.
- Refrain from any behavior, which might distract the players or interfere with the progress of a match.
- Demonstrate appreciation for and applaud good play and refrain from making derogatory remarks about officials, coaches or other athletes on any team.
- Be aware of and abide by the contents of JSDVC's Parent/Athlete/Coaches Handbook.
- Volunteer to be a linesman and scorekeeper at tournaments when needed.
- Coaches will request a doctor or physiotherapist note after an injury. If not provided, coaches can sit your athlete during practices or games.
- Should concerns arise resulting from a practice or competition, parents are expected to abide by the 24-hour rule and to wait for at least 24 hours before approaching the coaches with their concerns.

I understand and agree to be held accountable for adhering to the Parent's Code of Conduct as described above. I have also read, and will abide by the governing points in the JSDVC handbook.

Athlete(s) Name(s): _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

Date: _____

2nd Parent/Guardian Printed Name: _____

2nd Parent/Guardian Signature: _____

Date: _____

Appendix D - JSDVC Coach's Code of Conduct

As a coach of the Junior SunDogs Volleyball Club (JSDVC), you are expected to conduct yourself in a manner that demonstrates good sportsmanship and a respect for others at all times. Failure to adhere to these principles is grounds for dismissal from the JSDVC. As a coach, you will be expected to adhere to the following standards of behavior throughout the volleyball season:

- Treat your athletes with respect. Never do anything that harms the athletes entrusted to your care, either mentally, morally or physically.
- Develop each of your athletes to their full potential.
- Respect your fellow coaches and support them in your team endeavors.
- Understand your role on the coaching staff and execute that role to the best of your ability.
- Respect all officials, opposing athletes, coaches, and spectators and use only appropriate language.
- Abide by, and accept gracefully, the decisions of officials, no matter which team those decisions may favour.
- Demonstrate appreciation for and applaud good play and refrain from making derogatory remarks about officials, coaches or other athletes on any team.
- Respect and care for the facilities in which practices and competitions are being held and listen to those in authority.
- Be aware of and abide by the regulations of the Saskatchewan Volleyball Association and Volleyball Canada.
- Exhibit an exceptional standard of behavior when out in public as well as on the court. You are a representative of JSDVC both on and off the court, especially when wearing JSDVC clothing.
- Understand and abide by JSDVC Social Media Guidelines for Coaches.

I understand and agree to be held accountable for adhering to the Coach's Code of Conduct as described above. I have also read, and will abide by the governing points in the JSDVC handbook.

Printed Name: _____

Signature: _____

Date: _____

Appendix E – JSDVC Team and Player Fees (Club Season)

The following is a list of costs that each player will be obligated to cover throughout a season. This does not include Volleyball Canada's Western, Eastern, and National Championships. Those tournaments are separate from the club season fees charged at the beginning of the year.

E.1 SVA PLAYER FEE: In order to play in any SVA Sanctioned events, this fee is mandatory.

E.2 SVA COACHES FEE: Coaches are volunteers that dedicate their time and efforts to the player's development. As such, players will cover costs of registration that each coach must pay in order to coach at sanctioned SVA events. The number of players on the team will divide this fee.

E.3 PERFORMANCE BOND: A mandatory fee that covers athlete insurance at sanctioned tournaments. The number of players on the team will divide this fee.

E.4 PROVINCIALS FEE: Every year there is a provincial championship sanctioned by SVA. There is a fee to register into this tournament. The number of players on the team will divide this fee.

E.5 TOURNAMENT(S) FEE: This fee will vary depending on the coaches, parents, and players decision on how many tournaments to attend. Each tournament has a registration fee that teams must pay. The non-sanctioned tournaments will vary in cost. The number of players on the team will divide this fee.

E.6 CLUB FEE: This fee is put in place to cover many expenses that the club has throughout the year. Examples include, but not limited to, facility costs, home tournament sanction costs, facility/equipment repair costs, postage costs, etc.

E.7 COACHES HONORARIUM/DEVELOPMENT: This is a fixed fee per athlete as set by Executive Committee. Honorarium fees are collected as part of the registration fees and are distributed as pooled funds. These pooled funds may be used as payment for coach's development or SVA coaching fines.

E.8 COACHES PER DIEM, GAS, AND HOTEL FEES: Coaches are volunteers that dedicate their time and efforts to the players development. As such, players will cover costs for food, gas, and hotels for coaches that are provided by JSDVC. The number of players on the team will divide this fee.

Athlete fees are set at the start of the year and must be paid as per the requested date. Athletes will not participate in practices and tournaments until this fee is paid. Athletes are expected to pay the fee amount as outlined in section **8.1**.

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Appendix F - Rules of Order and Meeting Conduct

F.1 The members of the Executive Committee vote on all JSDVC operations. All disputes of the Code of Conducts (Appendix B, C, D) will be deliberated at Executive Committee meetings. Conclusions from such deliberations are considered final.

F.2 A majority (more than half) of the Executive Committee shall form a quorum for the discussion of business.

F.3 Questions arising at any meeting of the Executive Committee shall be decided by a majority of votes.

F.4 The President is not eligible to vote on matters unless breaking a tie.

F.5 The President (if existing) shall conduct meetings and keep orderly conduct in accordance with Robert's Rules of Order.

F.6 Voting at all JSDVC meetings (Executive Committee, coaches meeting) shall be by a show of hands, except where a secret ballot is requested. Members are not allowed to vote by proxy.

Appendix G – Team Manager Duties Outline

Each team has a Team Manager who is responsible for the coordination for the team.

The Team Managers are volunteers who serve as a coach liaison for the parents and are responsible for ensuring, through facilitation and delegation, that all the parent duties are completed. Team Managers report to the Head Coach and the Team Liaison of the Executive Committee.

Team Liaison: Female Teams: Rachelle Freeman
Male Teams: Kevin Theise

Expectations for team managers for JSDVC season:

- i. Ensuring all communication from the Head Coach is distributed to the team in a timely manner.
- ii. Tournaments:
 - ensuring that their team meets the registration deadlines.
 - arranging for hotel accommodations (see SVA approved accommodations listing).
 - ensuring organization of parent volunteer for scorekeeping or lines at all tournaments.
- iii. Initiating fundraising as approved by the executive (see proposal form).
- iv. Initiating team social events.
- v. Filling out media forms and providing it to the local media outlets after each tournament.
- vi. Signing off on all of the coach's expenses, ensuring accuracy, and submitting it to the Executive.
- vii. Ensuring that their team remains within the limit of the budgeted expenses set by the executive.
- viii. Collections of:
 - Fundraiser
 - Lotto tickets and lotto ticket control sheets