



2017-2018
PLAYER & PARENT
HANDBOOK



Introduction

NAVC welcomes you to the 2017-18 Season. During the season we have to ensure that all of us- Directors, Coaches, Parents and Athletes- have a common understanding of where we are going. Our goal is an incident-free season. Our experience has told us the best way for us to accomplish this is to commit to writing our exact expectations up front. Please make sure to read the following and understand the expectations for this upcoming season.

A little about us...

Founded in 1991 by Mr. Keith Ricketts, NAVC has served the Atlanta community for over 24 years. Club volleyball has helped numerous girls cultivate self-confidence and self-esteem, understand athletic challenges and sportsmanship, and grow into fine young women. Volleyball opens many doors for female student athletes who need assistance financing their higher education or simply wish to use volleyball as a springboard for being admitted to a particular school. We are very proud to be a part of these processes. We firmly believe that we are training young women who will one day not only be strong wives and mothers, but also doctors, lawyers, teachers and CEOs. We continue to center our club in the Sandy Springs, GA area. We are proud of our stability. NAVC is the longest running junior volleyball club in metropolitan Atlanta. For us, it is always been about what happens between the lines and continuing to build upon the foundation on which NAVC was founded. We offer a family friendly environment. That is why our families choose us. We are proud of the accomplishments that have occurred between those lines and the legacy of excellence that was established long ago.

General Information

Club Leadership Information

	Position	Phone	E-mail
Craig LaFontaine	Executive Director		clafontaine.navc@gmail.com
Damien Scott	Associate Director & Director of Coaching (Coach Training, Tryouts, Master Coach, NAVC Sand)		dscott.navc@gmail.com
Briana Scott	Operations		bscott.navc@gmail.com
Steve Wilcosky	Recruiting Director		swilcosky.navc@gmail.com
Courtney Clark	Community Outreach		cclark.navc@gmail.com
Paul Elliott	Tournament Director		pelliott.navc@gmail.com
Karen Clark	Treasurer		kclark.navc@gmail.com

Club Phone # 404-951-8774



NAVC Web Site

www.northatlantavolleyball.com

RULES & REGULATIONS

General Policies-For Players

As a volleyball student-athlete, you must meet the rules and requirements established by USA Volleyball, Southern Region Volleyball Association (SRVA), North Atlanta Volleyball Club (NAVC), if you fail to meet these requirements, you will be released from the program.

Requirements Include:

1. Abide by the rules of the sport, training rules, policies, and player's expectations established in the NAVC program.
2. Exhibiting a commitment to the achievement of athletic excellence.
3. Attend all academic classes and maintain a "good" to "excellent" student status. Attend all team meetings, team functions, practices, and all competition unless excused by the coach.
4. Communication is necessary for the team to be successful. Your communication skills on and off the Court will be evaluated and your efforts to improve are required.
5. All athletes are expected to behave in a responsible manner while representing NAVC. Determination of what is responsible manner lies solely with NAVC.
6. The athlete must adhere to the USAV policies regarding drug and alcohol use and abuse
 - a. Consumption of alcohol and use of other drugs will not be tolerated.
 - b. Abuse of various legal or illicit drugs will not be tolerated.
 - c. Smoking of any kind, including but not limited to cigarettes, cigars, and marijuana will not be tolerated.
 - d. If an athlete is participating in any of the activities listed above while she/he is competing away from home, she/he will be sent home on the first available flight or bus at her/his own expense. In addition, the athlete's high school coach or future college coach will be notified.
7. NAVC athletes that have problems, situations or issues with Organizations and Individuals in Authority, i.e. local, state or federal law enforcement will meet with their coach and NAVC Club Director to discuss their NAVC participation until their legal issues are settled.
8. An athlete is suspended if found responsible for damaging property or equipment owned by NAVC or any facility used by the Club during practices, tournaments, or any other function. The athlete's



responsible party is required to pay for the damages before the athlete is reinstated and allowed to continue in the Club. In some circumstances, the athlete may be dismissed from the Club in addition to making restitution.

9. NAVC athletes represent NAVC, USA Volleyball and the SRVA at all times. An athlete's reputation is NAVC's reputation. The athlete needs to be safe and smart in social decisions not only during NAVC experiences, but also during any time when wearing NAVC apparel. Athletes should wear their NAVC clothing with pride, realizing that they always are representing NAVC and USA Volleyball.

10. Proper demeanor is expected of all members of the Club (athletes, parents and supporters) at all tournaments. This includes treating members of the various tournament staffs and officiating crews with respect.

Athlete/Parent Conduct at a Tournament/Practice Site

Lead by example is part of our Life-Long teaching at NAVC. This begins with how Athletes and parents conduct themselves at tournaments and practices. These guidelines are set forth to protect the safety and integrity of you, your parents, the Coaches and NAVC. Please be aware that all circumstances are not accounted for and in the event of an undue circumstance, the Director will enforce appropriate action. Athletes and parents are ambassadors for NAVC. Your demeanor and support reflects NAVC standing.

- Conduct unbecoming an Athlete will not be tolerated at any NAVC function/event. This covers a wide variety of circumstances, for example the use of foul language or rude gestures towards other athletes, parents, coaches, officials or opponents.
- No Parent is to talk with any other Athlete, Parent, Coach, Tournament Official/Director, or Referee in an argumentative or disparaging manner.
- Parents are to be supportive of their Athletes during tournaments and not question them or their teammates regarding their play or about how much or how little they have played.
- Parents are not to "Coach" their Athletes during tournaments. The Athletes will be focused on what Coaches have to say and need to concentrate on such.
- If an Athlete is removed by Parents for any reason from the Tournament site without previous permission from the Head Coach, NAVC will consider that Athlete to have resigned from the Program. All remaining monies will become due and payable at that time.
- You are to support your Teammates at all time while on the Team bench, whether you are playing in a particular match or not. Poor Bench behavior includes not expressing verbal/vocal support for your teammates, conducting side conversations taking other's attention off the match, disrupting the match with inappropriate discussion with the Coach or Coaches, or questioning your playing time or status during the match.
- Parents are to be supportive of the entire Team at all times, and all NAVC Teams while at Tournaments. Parents are not to engage in any behavior in cheering that would reflect negatively on NAVC.
- Only the Head Coach or Team Captain, under the direction of the Head Coach may question an official.
- The team will travel together from the hotel to playing sites, dressed in the same representative club attire. For the purposes of Uniforms, Athletes are NOT allowed to wear non NAVC attire from the time they leave the Hotel until the time the tournament is over. No school attire is allowed, nor are decorated team t-shirts and the like within the competition venue. We want college coaches, our competition, parents and spectators to recognize the NAVC brand.
- NAVC Athlete's are to wear NAVC practice T-shirts during Team practices. School attire or other club's attire is not to be worn to or from practices, including hoodies, sweatshirts, spandex, or sweatpants.
- If any NAVC Teams are playing at the same tournament site, Athletes will be advised and Teams will be encouraged to watch and cheer for other NAVC Teams.



- Cell phone policy: No Cell phones are allowed to be “On” in the gym during any practice and/or at tournaments. All cell phones will be turned off in the evening at a time specified by the Head Coach. The Head Coach will make the determination if cell phones will be collected prior to lights out.
- Please review “Play Time and Role of Player” regarding equal playing time is NOT guaranteed (Page 11)
- Please review “Role of Player” and how to address concerns regarding play time or other issues (Page 12)

Note: Tournament begins when a team leaves from Atlanta and does not end until Team returns to Atlanta.

Expulsions and Suspensions

While it is not the intent of NAVC to suggest there will or could be problems, the Mission and integrity of NAVC is foremost in our minds. Suspensions have been identified where appropriate in this document. The Head Coach and Coach and Club Director will evaluate all situations. Fairness to all is our objective; use your common sense in all situations. NAVC will support the following:

Automatic expulsion will result for the following offenses:

- Smoking at any NAVC function
- Using alcohol or drugs at any time during an NAVC function
- Leaving lodging premises without notifying the Coach and without a chaperone
- Having boys in your room
- If the Athlete has more than 8 absences (Subject to Coaching and Club Director review)

Attendance Policies

1. NAVC will enforce the following practice and tournament attendance policy for every athlete. This is not intended to prevent an Athlete from playing another sport while participating with NAVC. Attendance at practices and tournaments may affect playing time.
2. General Policy: It is the responsibility of the Athlete or the parents to notify the coach of any scheduled team event that the Athlete will be missing with at least one week notice for practices, and two weeks notice for tournaments.
 - a. Practice
 - i. All Practices are MANDATORY. There are no exceptions for schoolwork or homework. it is the Athlete’s responsibility to balance schoolwork with practice.
 - ii. When an athlete misses eight (8) absences during the season, the Coaching Director will conduct a review to determine if that Athlete should remain with the Team.
 - iii. Missing more than ½ of a practice counts as an absence. Flexibility will be extended to school departure time and school location as well as location of residence in relation to practice site.
 - iv. All absences from practices will be evaluated by the Coaching Director with proper documentation on a case by case basis.
 - b. Tournaments
 - i. Missing any part of any tournament day counts as 1 absence.
 - ii. Attendance at National Qualifiers and SRVA Regionals is mandatory.
 - iii. The Coaching Director will evaluate tournament absences with proper documentation on a case by case basis.



Tryouts

TRYOUTS

NAVC will conduct two day tryouts for girls ages 10-18.

What do coaches evaluate at tryouts? Athleticism, Effort, Leadership, Teamwork, Communication, Attitude, Commitment, Hustle, individual skills and TEAM play in game situations. Coaches will also determine if a player provides the team a winning team combination of players based on age level of the team and the competition at each level.

Prepare for NAVC's Tryouts, please read below

1. Register online with NAVC by clicking on the REGISTRATION link at the top of the web page
2. Register with the USAV Southern region and bring printed, signed USAV form with you to tryouts. [Instructions here.](#)
3. NAVC will plan to offer team's girls age 10-18. NAVC reserves the right to adjust the number and/or level of teams offered at each age level based on the number of players and skill of players trying out.
4. We do not accept personal checks. You can pay when you register using Major Credit Cards (Visa, AMEX, MC), no service fee will be charged for use of Credit Card for Tryouts. If you do not pre-register for tryouts which pre-register means 24 hours prior to your tryout date you will be charged \$50 upon arrival at tryouts, this \$50 must be cash.

Tryout Fees are \$50 when prepaid online and \$65 CASH at door. This fee includes a NAVC t-shirt which must be worn at all try-out sessions.

On Site Check-in:

The Registration Desk will open 30-45 minutes prior to the first session of each tryout. Please arrive at least 45 minutes prior to your scheduled tryout time to ensure you have all forms filled out, time to stretch, complete physical testing and be ready to step on the court at the time of try-outs.

Tryout Process:

Per SRVA Regulations: "There will be no less than a 10-day try-out period that starts after each state's high school championship for 9th through 12th grade students with NO non-refundable fee greater than \$50 collectible during that period. No player may be required to make a greater financial or player commitment to a club until 10 days after that state's high school championship."

- NAVC reserves the right to conduct subsequent days of tryouts if deemed necessary for team development.

Team Selections

Athletes are evaluated on the following criteria but not necessarily in this order:

- Specific athletic ability for volleyball
- Overall athletic potential
- Work ethic and drive
- Willingness to be coached
- Competitive attitude
- Skill level
- Players' Position
- Leadership
- Needs of the team



The Evaluations Process:

- Tryouts for each age group are scheduled and completed over two days.
- The tryout fee covers all scheduled tryouts.
- Several NAVC coaches will be involved in the tryout selections.
- All players will be given an equal opportunity.
- No athlete will be offered a position without being at tryouts.
- The better your skills are the higher probability of making a team.
- Skill is not the only factor considered.
- Teams need to be balanced with all positions, so the position that you play may be a factor.
- Attitude and leadership are also taken into consideration.

We reassess each athlete in the Club every year. In addition, the staff is continually evaluating athletes we see, whether in our club or another, on a high school team, at camps, even in other sports events. Each athlete must come to the tryouts ready to compete for a place on a team. **Players should never assume because they were on a certain level team one year they will automatically be on an equal level team the following year.** We select athletes for teams because they show the ability or potential, in our opinion, to help those teams compete successfully. (An athlete with a limiting physical or medical condition should talk to the Club Director or Tryout Coordinator prior to the start of the tryout period).

Teams are selected by a panel of coaches, who review all available physical testing data; skills test results, and observe the quality of play during tryouts. Athletes are strongly encouraged to attend ALL tryout sessions for his or her age group. Athletes must be registered and ready to start on time. Athletes who miss sessions will have fewer opportunities to showcase their skills.

All players will be required to tryout for their appropriate age based on the USAV Age Definition. NAVC Staff will make the determination if a player will be asked to play up an age level.

Players are requested to communicate with coaches prior to team selection regarding activities that may cause potential conflicts. Coaches may choose not to select players because of commitments to spring sports and are encouraged to ask all players about potential schedule conflicts. Once teams are selected, pressure from coaches for athletes to quit other activities will not be tolerated; however the conflict of missed practices or competitions could effect playing time.

All NAVC teams may carry 10-13 players on their rosters.

Team selections will be made based on players' abilities, potential, past performance, and personal characteristics, as well as positions played and team chemistry. Carpooling request are not to be considered during team selection, nor are any personal relationships, school affiliations, or other allegiances.

Movement Between Teams

Occasionally we will move an athlete from one team to another. Movement is at the sole discretion of NAVC. We will not move an athlete to another team until we discuss the move with both coaches, the athlete and the athlete's parents. Athletes are prohibited to move down in level (i.e. a player placed on a 1's team cannot be moved to a 2's team).

Practice Policy

The purpose of practice is to prepare a group of individual players to be successful as a team in competition. A player spends much more time in the practice session than in tournament session. A team will not be able to play at a championship level unless that level is set at every practice. Practice is where we develop habits to attain



success. These habits are developed in many areas especially work ethic and skill development. These habits allow each player to perform at a high level without thought or hesitation.

The practice setting is where championship teams are trained and developed. Nothing magical will happen in competition, that has not been executed in the practice gym countless times before. Simply put if you have not perfected it in practice then do not expect it to happen during the intensity of competition. The lessons and habits learned in practice can be good or bad they can assure success or guarantee failure, coaches want to give as much opportunity for their team to win, that is why planning, preparation, work load of practice will dictate level of success.

All athletes are expected to attend every practice. Only an illness serious enough to keep the athlete home from school or a genuine family emergency is a legitimate excuse for missing practice.

#1 Rule: EARLY IS ON TIME, ON TIME IS LATE, AND LATE IS TOTALLY UNACCEPTABLE.

Absences: Call the coach or email or text if you are to be absent. If you have a school event, it is always excused and you will always know in advance! So call or email in advance. The night before an activity is not in advance! We always think team. If you are ill, it is understandable that you will not attend, please don't attend. But a phone call prior to practice is in order, this phone call should occur in the morning not one hour prior to practice. The coach plans drills and each player has a role, your missing will change the practice. Our attendance ratio should be very high. It is important to keep it that way as teams only practice two or three times per week. All practices count!

We do not expect players on our 1's or 2's teams to miss practices even during spring break. One week of missed practices puts our teams behind physically and with their skills and unfortunately spring break occurs in the middle of our season and usually prior to a National Qualifier.

Consequences for missing practices:

- If an athlete has eight (8) absences during the season, the Coaching Director and Club Director will conduct a review to determine if that Athlete should remain with the Team.
- Missing more than ½ of practice counts as an absence. Flexibility will be extended to school departure time and school location as well as location of residence in relation to practice site.
- All absences from practices will be evaluated by the Coaching Director/Club Director with proper documentation on a case by case basis.
 - **Consequence** of missing practices before tournament:
 - Missing one practice week prior to tournament Athlete will be suspended first set (game) after arrival at tournament. For every practice missed in addition to the one practice player will be suspended the equal number of sets (games).

Injured athletes who can attend school are expected to attend practice to support their team and be available to help where they can, even if they cannot physically participate in the practice.

Scheduled practice time is start time

#1 Rule: EARLY IS ON TIME, ON TIME IS LATE, AND LATE IS TOTALLY UNACCEPTABLE.

- Please arrive early enough to set up courts including nets, lines, balls, equipment etc. You will also need to be dressed and completely ready for practice by start time. This usually requires arriving no less than 15 minutes before start time. Parents/Players must account for the traffic in Atlanta and allow enough time to have players at practice site 15 minutes prior to practice. If an athlete is late arriving for practice, she/he must change into her/his practice gear, report to the coach and explain why she/he is late. The coach, at his or her sole discretion determines if any corrective action needs to be taken.



More practice guidelines

- The athlete is expected to work her/his hardest in every task. We ask that each athlete give us his/her very best effort.
- The athlete must be coachable, and willing to change technical skills and to display a positive attitude toward practice, teammates and coaches.
- **WARNING:**
Any negative attitude or behavior by players or parents will warrant immediate removal from the practice gym, and could result in reduced playing time for players.
- Players will not wear jewelry (including earrings) in practice or competition.
- Players must keep their hair pulled back out of her face.
- Players will not leave practice until all duties have been performed and their coach has released them.
- Players and coaches must wear current team issued NAVC apparel for each practice, and all competitions.

Other practice regulations

- No food, no drinks and no chewing gum are allowed in any practice facility except in designated areas. The team may be penalized if players, parents or supporters disobey this rule. Athletes are encouraged to bring water, in an unbreakable container to practices and tournaments. Absolutely no glass containers are allowed in the practice facilities.
- Volleyball shoes are carried into the practices and worn only for practice. This is to assure that the shoes last longer and the courts remain clean.
- Practices are open to anyone interested in observing. In fact we strongly encourage parents and others to observe practices. However observers are to stay in designated areas.

Philosophy Concerning Playing Time and/or Player's Role on Team

Is Playing time Guaranteed?

- **WE TRAVEL TO TOURNAMENTS TO COMPETE AT THE HIGHEST LEVEL.**
- Playing time is left to the DISCRETION OF THE COACH.
- Equal Practice Time is what is being paid for in the fees. Playing time IS NOT guaranteed for tournament play. Playing time is determined by, in no particular order, ability, attitude, position, performance, attendance and the level of the tournament.
- **NO PARENT WILL APPROACH A NAVC COACH, CLUB DIRECTOR OR NAVC LEADERSHIP TO DISCUSS PLAYING TIME DURING THE TOURNAMENT WEEKEND!**
- We will not play everyone on the first day in pool play because it is pool play. It is as important to place as high as possible in the ranking of teams in pool play on the first day of the tournament as it is to place high on the last day of the tournament. At National Qualifiers and SRVA Regional Championships it is important to place 1st or 2nd in pool play.
- Our policy for our "developmental" teams which are 11-2, 12-2, 12-3, 12-4, 13-3, 13-4, 13-5 will be that coaches will attempt to have all players play at tournaments.



Player's Role on Team & Grievance Procedure

If the player, parent or family member is unhappy with the player's role on the team the following procedure **MUST** take place (THIS ONLY APPLIES TO ISSUES INVOLVING THE PLAYER'S ROLE ON THE TEAM, ANY OTHER COMMUNICATION IS INVITED AND GREATLY APPRECIATED!)

1. The player only, must schedule a meeting with the coach, outside of practice time.
2. If the player is not satisfied with the response from their coach, the player can schedule a meeting with the coach and Teams Board Representative.
3. If the player is still not satisfied, then the parent may schedule a meeting with the coach and Board Representative, **BUT ONLY WITH THE PLAYER ALSO PRESENT.**
4. If the player/parent is still not satisfied, then the parent may schedule a meeting with the coach, Board Representative, Club Director.

If any family member fails to follow this protocol, then the player will be suspended from the team for one week. If there is a 2nd violation, the player will be suspended for 3 weeks. We truly care about the success of both the players and the team. Toward this end the coaches will do everything possible to accomplish both. However, please remember this is a **TEAM** sport and playing time is **EARNED** in practice, not paid for by club dues. Every effort will be made to satisfy or address the concerns of the athlete. The athlete may not like the reply, but each concern will be addressed and an explanation will be shared with the athlete. This brings up another important rule for the club **NEVER TREAT ANYONE ANY DIFFERENTLY THAN YOU WANT TO BE TREATED.** Please remember, if you as a player are unhappy, talking to everyone else but the staff will not change your problem. We can only correct those problems we know about.

Tournaments

NAVC tournament participation is **mandatory**. Tournaments give athletes the chance to compete at higher levels, develop their court skills, and strengthen their knowledge of the game. They also give the athlete a chance to be seen by college scouts. Finally, the success of our team training depends upon all members of the team being present.

Tournament agendas, lodging arrangements and other important travel information will be provided to each player as soon as NAVC has received the information from the tournament directors. We prefer to do most of our communication through e-mail and our website. We will post hotel and tournament information for each team on the website as soon as it is available. All tournament schedules will be finalized in early December. A tentative tournament schedule for each team will be posted on our website first week of September. Tournaments are held on weekends January through April, for teams who qualify for USAV Nationals or are playing in AAU Nationals, season will end at the end of June. Most tournaments are played using a round-robin pool play format. Each team will play at least three matches, and possibly more depending on the tournament. Some, but not all, tournaments use pool play matches to determine seeding for elimination play, but the exact format varies both by tournament and age group. Most one day events begin 8 am and may finish as late as 9 pm. Multiple day tournaments offer flights which means an age group may begin at 8 am finish as late as 2 pm and another flight for other age groups will begin at 2 pm and may finish as late as 9 pm. The second day most teams will begin at 8 am and may finish as late as 4 pm. Tournament pools and schedules are generally posted the Tuesday or Wednesday prior to the tournament.

On tournament days, players should arrive 1 hour before the first match or work assignment and should be at the court stretching at least 45 minutes prior to the match. About 30 minutes before game time, the team should be warming up indoors wherever possible, and with a volleyball if space and tournament rules permit.

All players must wear NAVC logo items, not your high school or favorite college team sweat shirts or sweats.



During the day each team should stay together and must advise its coach if players leave the site to obtain food. Be aware of match schedules and when your team plays, referees, or rests. Sometimes, after the last match of the pool play, a team may need to play in a playoff game. Make sure that you know if a playoff will occur prior to the leaving the tournament site. A team who has not qualified for playoffs may need to stay and referee one match.

Teams are typically grouped into pools of four or five teams. Each team plays every other team in its pool once. Teams not scheduled to play supply officials or enjoy a rest period. The rest period should be used for meals (refer to nutritional guidelines).

In many tournaments, the top two teams in each of the pools will advance to the Gold Bracket. Teams also accrue points based on their standings in each tournament. The points are used to seed teams at SRVA Championships. Teams can earn an automatic bid to the USAV Junior National Championship by winning or placing high at "bid" tournaments.

Consequences for missing tournaments:

- Missing a part of any tournament day counts as 1 absence, this includes the responsibility of officiating at the tournament.
- Attendance at National Qualifiers and Regionals is mandatory
- The Coaching Director/Club Director will evaluate all tournament absences with proper documentation on a case-by-case basis.
 - **Consequence** of missing part of any tournament
 - Athlete will be suspended from competing in the first match after arrival to the tournament.
 - If Athlete misses entire tournament Athlete will be suspended for two consecutive matches at the next tournament date scheduled.
 - If player does not attend National Qualifier or Regionals, player will be suspended for one full day of the next tournament date scheduled.

Travel Policies

WE TRAVEL TO TOURNAMENTS TO COMPETE AT THE HIGHEST LEVEL.

It is an honor to travel with an NAVC team, so consider traveling a privilege. It is important to realize you are a young adult and will be treated as such. If you are unable to conduct yourself in a responsible manner, you will be dismissed from the trip and will not be allowed to travel with the team to future competitions.

- Players on teams 13 and under will stay with parents at hotels. Players on teams 14 and older will stay in "player rooms," cost is included in fee for the 14's and older.
- Once hotels are reserved we will not change dates of hotel stay due to wave times. We cannot predict the wave times for each team that will be playing in a tournament and we must confirm hotel reservations far in advance of any tournament. Please do not ask a coach if we can cancel team hotel rooms.
- Players must comply with travel rooming lists.
- Athletes may bring cell phones to out of town travel. Cell phones will be turned off at "lights out." However the Head Coach for each team has the option to collect cell phones upon bed check. In the event of any emergency, parents will be provided with a list of adult cell phone numbers at the event.



2017-2018

NAVC Player & Parent Handbook

- Athletes may not leave the hotel area at any time without permission from their coach or chaperone.
- Athletes must report any illness or injury to the coach and/or chaperone immediately.
- An athlete who damages any property at lodging or playing facility will be personally responsible for the damages.
- No member of the opposite gender is permitted in team rooms. Exception is male Head Coach ONLY if accompanied by female coach.
- Athletes are not permitted in rooms with members of the opposite gender or significant others.
- Any parent volunteer providing transportation for a tournament is under the direction of the Coach regarding when and where athletes are required to be. Please do not volunteer if you cannot work in conjunction with the team requirements.
- Transportation to and from all practices, Club-sponsored clinics, airports, and in-state tournaments is the responsibility of the parents. Teams may agree to travel together if convenient.
- No Athlete may drive to or from an out-of-town tournament without permission from the Director.
- When at a lodging location, Athletes must travel in pairs (at a minimum) when walking outside of the lodging premises.
- Athletes will be courteous to and respectfully obey all staff members, including other coaches, chaperones and other adults traveling with the team.
- Once athletes arrive to the hotel, they are not allowed out of their rooms after 10:00 pm. Lights must be off by 11:00 pm. This includes the television, computers or any other device that might keep you or your roommates awake.
- All players are expected to arrive at hotel on Thursday or Friday night of tournament. If a parent can't provide transportation for their daughter/son you must contact the coach and/or Team Parent to arrange transportation.

Transportation policy

All travel tournaments —Parents are responsible for transporting the players to and from the hotel and playing site(s). Due to liability issues, Coaches are not allowed to transport players.

Flights: Travel to tournaments by air is at the discretion of the parent. Flight reservations will be made by the parent allowing use of frequent travel miles, adjustment to school schedule. Flight cost is not included in the Player Fee.

Athlete needs to arrive at hotel by 9 pm on night prior to first day of tournament and check in with the Head Coach/Chaperone.

USAV and/or AAU National Championship

- It is the goal of NAVC to send multiple teams in each age group to the USAV National Championships and/or AAU National Championships each year. These championships are held in mid to late June.
- It is the Athlete/Family's responsibility prior to accepting an offer to the team, to notify the team's Head Coach if they are not willing or able to attend the USAV or AAU National Championship tourney.
- NAVC reserves the right to add Athletes to a roster of a team that has qualified for USAV or attending AAU's in order to field a competitive team as permitted by USAV or AAU rules.
- AAU National Championships and USAV Nationals cost will be an additional fee that will be due April 15th and May 15th, June 15th.
- If any team receives a bid to the USAV National Championship that team will accept the bid and additional cost will apply.



Forms

All athletes must have the following documents and forms completed and signed by a player and/or parent or guardian before they will be allowed to practice with NAVC team.

- USAV-SRVA Membership Form
- USAV Emergency Medical Release Form
- NAVC Player/Parent Contract
- NAVC & Player Financial Agreement
- Player Bio SportsRecruits 15-18 age for Player Profile
- Copy of Birth Certificate, Driver License or Passport

Officiating Policy

Officiating is the shared responsibility of the entire team. All NAVC athletes are required to help with the line Judging, score keeping, score flipping, and officiating. Except in cases of true emergency, all athletes on the team must stay at a tournament until the officiating assignment is completed.

Team Travel/Communications/Food Coordinator/Chaperone

NAVC Teams depend on the volunteering of parents for each team to assure that travel, communications and food are taken care of for the players and coaches and other parents. NAVC has recognized the need to distribute the responsibilities instead of relying on one person previously known as "Team Parent." At the coach/parent meeting the coach will ask for volunteers for Team Travel, Communications, Food Coordinator, Score Reporter, Photographer and Chaperone.

Description of Coordinators Roles:

Chaperone Policy and Responsibilities

Appendix B

Issues Outside of Your Team

A parent, who has a legitimate concern about a coach other than their athlete's coach, or concerns about an athlete other than their own, needs to address this concern to the Coach Director. Parents should follow the communication process outlined, as the player and parents communicate to coach and to the directors of NAVC.

Sexual Harassment Policy

Federal Law and Georgia State Law prohibit sexual harassment in the workplace. NAVC is fully committed to preventing sexual harassment in its program. The following guidelines are provided by USA Volleyball:

1. Coaches do not engage in sexual harassment.
2. Sexual harassment is sexual solicitation, physical advances or verbal or nonverbal conduct that is sexual in nature and that either:
 - a. is unwelcome, is offensive or creates a hostile environment and the coach knows or is told this; is sufficiently severe or intense to be abusive to reasonable person in the context.
 - b. Sexual harassment can consist of a single intense or severe act or of multiple persistent or pervasive acts;
3. Coaches will treat sexual-harassment complainants and respondents with dignity and respect.
4. Coaches do not participate in denying an athlete the right to participate based upon their having made, or their being the subject or, sexual harassment charges.



Other Harassment

Coaches do not engage in behavior that is harassing or demeaning to persons with whom they interact in their work, based on factors such as those persons' age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language or socioeconomic status.

Concussion Policy

NAVC Concussion Policy: In accordance with Georgia law and national playing rules published by the NFHS, any athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be immediately removed from the practice or contest and shall not return to play until an appropriate health care professional has determined that no concussion has occurred. (NOTE: An appropriate health care professional may include: licensed physician (MD/DO) or another licensed individual under the supervision of a licensed physician, such as a nurse practitioner, physician's assistant, or certified athletic trainer who has received training in concussion evaluation and management). (a) No athlete is allowed to return to a game or practice on the same day that a concussion (1) has been diagnosed OR (2) cannot be ruled out. (b) Any athlete diagnosed with a concussion shall be cleared medically

by an appropriate health care professional prior to resuming participation in any future practice or contest. The formulation of a gradual return to play protocol shall be a part of the medical clearance. (c) It is mandatory that every coach in each GHSA sport (including Community Coaches, Student Teachers, and Interns) participate in a free, online course on concussion management prepared by the NFHS and available at www.nfhslearn.com at least every two years - beginning with the 2013-14 school year.

Inclement Weather

In the event of bad weather, decisions are made on a case by case basis whether to cancel a practice and will be made by NAVC and/or the team coach. If schools have cancelled then our practices will be cancelled.

Club Fees & Payment Policy

NAVC Player Fees will be processed through PaidUp. Each family will set up a account with PaidUp and select method of payment by check or credit cards (Visa, MasterCard and American Express). Please refer to Financial Obligation Contract for details.



Appendix A

Registration Process

How to Register for NAVC

Click on "[Registration](#)" at top of page

Type in First Name, Last Name, and Birthday in fields

Click "[Continue](#)"

If you are not already in our system, you will click on "[create a new account](#)"

Fill in all blanks applicable and click "[update](#)"

Once you are registered, make sure to add your daughter as a dependent so she is also in our system

How to Register for NAVC Tryouts

Once you are registered on our NAVC site, click "[Pay for Registration, print forms or view tryout times information](#)"

You will enter your name and password and will be able to register.

How To Register for SRVA:

1. All members (both new and returning members) click on "SRVA ONLINE" located at the www.srva.org homepage

On the next page (SRVA ONLINE OPTIONS) click **[SRVAonline for Indvs including Registration]**

2. On the next page **{Find Personal Indv Info - PI_find}**

New members (No information in the system) go to Step 4 below.

Members from last year will enter last name and birthdate and then click **[Find]** to find personal information.

RETURNING MEMBERS

3. You will see a list of matching individuals. You may select a matching individual by entering your password and clicking the numbered button in the SELECT column. Go to Step 5 to continue registration.

If you have forgotten your password you may click the numbered button in the FORGOT column.

You must then answer a security question on the next page **{Forgotten Password - UT_forgotpswd}**.

If you successfully answer the question proceed to step 5 to continue registration.

You are limited to 5 attempts per day. Please record your password for future use.

NEW MEMBERS

4. Click **[Add New Indv]** to continue registration.

You should now be on page **{Add Personal Indv Info - PI_add}**

Complete all information as needed.

All required information is proceeded with a bullet •. Please record your password for future use.

Please complete all information and click **[Add]**

Any errors or omitted information will be displayed in **red bold messages**

Please correct any errors and click **[Add]** After the information has been added to the system you will see a new page **{ Edit Personal Indv Info - PI_edit}** with this message

Individual Added - Please Select Portal Action or Update Info

5. Print forms and sign. There are **3 signatures required for both players and guardian**. Please sign in all 3 locations.

6. Do not pay your USAV fee to SRVA, this fee is included in your fees with North Atlanta and will be paid for through the club.

If you have any questions please contact bscott.navc@gmail.com



Appendix B Description of Coordinator's Roles

Travel Coordinator

- Works closely with the Club Travel Coordinator, who will arrange for team hotel reservations and bus/air travel.
- Ensures that the team's travel, hotel and restaurant arrangements are planned out. Works Closely with food coordinator to plan breakfast and dinner when traveling.
- Prepares a travel itinerary and in advance of each tournament that includes travel information, Directions to the hotel and playing venue, hotel information, meal plans, general playing schedule, etc.

Communications Coordinator

- One of two volunteers with access to the team website page
- Ensures that the team contact list and the email list on Google Groups are accurate and up-to-date
- Helps the coaches and other parent coordinators with email/phone communications to the team (i.e. last minute changes to the practice schedule, inclement weather, travel plans, etc.)
- Records all of the team's scores at tournaments (including texting the scores), so that the team is correctly seeded at National Qualifier tournaments. Ensures that the coach has the list of Results at the end of each tournament.
- Responsible for the coordination and collection of team information/money for things like the NAVC Award Banquet.

Website Coordinator

- One of two volunteers with access to the team website page
- Post individual pictures of players on team on team website page
- Post pictures of team on team website page
- Update information any players, coaches etc

Food Coordinator

- Ensures that the team has food at tournaments
- Responsible for putting together a schedule that arranges for all parents to contribute to the Feeding of the team at home and at away matches and organizes parents to set up food Tables over the course of the season
- Ensures that the food arrangements conform to the nutrition guides established by the club **(See our website under "Forms" for details layout for each meal and excel spreadsheet for planning)**
- Works with the coaches and the travel coordinator to plan out the breakfast, lunch and dinner Arrangements in advance, whether at a restaurant or bringing food in.



Score Reporter

- Responsible for reporting scores after each match at all tournaments.

Team Photographer

- Responsible for photo's of teams, coaches, parents at tournaments, practices and down times when having fun. The photographer needs to have a "real camera," cell phone's do not allow for great pictures to display correctly on website or in newsletter.





Appendix C Other NAVC Programs

Our systematic approach to teaching volleyball includes the following programs:

VolleyU offered year round as position specific skills training. Coach ratio 1:6 allowing for individualized coaching and plenty of touches and reps. You do NOT need to be associated with NAVC to attend VolleyU.

www.volleyu.com

NAVC Beach offered April-July is a great way for the volleyball athlete to train on the skills of each position and become physically conditioned. Beach volleyball offers an opportunity for college scholarships as well as helping players become better indoor players. You do NOT need to be associated with NAVC to register for NAVC Beach

Summer Camps offered June-July ages 8-14 focus on those with 2 years or less volleyball experience. In July we offer Tryout Tune Ups for MS, JV, and V. Registration for 2017 will open January 2017.

<http://www.northatlantavolleyball.com/NAVC-camps2013.html>

