

ANGELS of Albuquerque Volleyball Club Player/Parent Club Handbook

Welcome to Angels of Albuquerque Volleyball Club, a member of the Junior Division of USA Volleyball, in the Sun Country Region. This handbook is for our players and parents to have access to information about the Club and to help answer questions that may arise throughout the season. If at any time you need more information or have questions, please contact a club Administrator by email at angelsofalbuquerque@hotmail.com. You can also find valuable information at: www.angelsofalbuquerque.comf

Mission Statement

We are dedicated to the development of young girls in all aspects of life through the sport of volleyball, empowering them through high quality instruction. We promote confidence, encouragement, example, and dedication, and instill quality, excellence, sportsmanship, integrity, character, and good moral values for them to reach their full potential.

Angels of Albuquerque Volleyball Club Leadership

Angels of Albuquerque Volleyball Club is a non-profit corporation supported by a Board of Directors. Angels of Albuquerque Volleyball Club's board consists of 3 members: Brian Sanchez, Founder and Executive Director, Theresa Sanchez, Founder and Associate Director, and Lucy Mora, Treasurer.

Angels of Albuquerque Volleyball Club follows the USA VOLLEYBALL PARTICIPANT CODE OF CONDUCT for ALL participants.

Leadership Contact Information

Brian Sanchez, Founder: Brian@angelsofalbuquerque.com

Theresa Sanchez, Founder: Theresa@angelsofalbuquerque.com

Lucy Mora, Treasurer Lucy@angelsofalbuquerque.com

Please remember, the Angels of Albuquerque leadership is made up of parents and staff who generously dedicate numerous hours toward the operation of this club. We have primary jobs, families, and other commitments. We ask that you contact the leadership only by the contact information listed in this handbook. Any complaints will be heard only in a scheduled appointment (whether by phone or in person), and the leadership has the right to refuse unscheduled visits.

Coaching Staff

One of our goals at the Angels of Albuquerque Volleyball Club is to provide experienced, quality coaches for our programs. We will strive to match coaches with teams based on experience, knowledge, abilities, and personality. All coaches will be IMPACT certified, SafeSport trained, registered with the USAV as a coach, and will have a completed and passed a background check. Teams will be staffed with coaches who promote fairness, high work ethic, integrity, and good sportsmanship. Coaches are responsible for establishing the environment and supporting the enhancement of players' volleyball skills, leadership abilities, teamwork and individual development on and off the court. Each coach involved in the development of the team should be treated with the utmost respect. Any abuse of our coaches by a player or a parent will be dealt with swiftly and fittingly.

Registration

Players and Parents must read and agree to the following and must sign the Angels Contractual Agreement, the Angels Waiver, and the Angels Covid waiver, before being allowed to participate.

- Signed ANGELS Waiver
- Signed ANGELS COVID Waiver
- USAV Youth and Junior Volleyball Player Medical Release Form
- Angels Contractual Agreement
- Parent Responsibilities and Code of Conduct
- Player Attendance Policy and Code of Conduct
- Agree to pay all fees associated with the team regardless of the duration of participation according to the team cost and payment schedule.
- Acknowledge that there are absolutely NO REFUNDS.

Registration and Eligibility

The USAV defines age groups for training and competition. The age division breakdowns can be found at:

<http://suncountryvb.org/web/uploads/2013%20Age%20Definition%2020120726.pdf>

Tryouts/Evaluations

Tryouts/Evaluations are conducted for the purpose of selecting teams for the Angels of Albuquerque Volleyball Club. Every effort will be made to notify players as soon as possible, so players MUST be prepared to accept or decline the invitation to membership when called.

Those accepting must register with USA Volleyball as members of the Angels of Albuquerque Volleyball Club for the season. ONCE YOU ACCEPT MEMBERSHIP INTO ANY CLUB, YOU ARE COMMITTED TO THAT ORGANIZATION AND CANNOT CHANGE CLUBS DURING THE SEASON; NO RELEASES WILL BE GRANTED UNLESS ALL FINANCIAL OBLIGATIONS TO THE CLUB HAVE BEEN MET.

Our tryouts/evaluations are usually held in August/September. We usually hold one to two sessions per age group to ensure that our coaches get a good look at all players. Please check out our website for the most updated information at www.angelsofalbuquerque.com

Financial Commitment

Fees go towards paying USAV Club registration and insurance, gym and facility rentals, coaches training, stipend, travel costs, and related fees, uniform and equipment costs, tournament registration fees, and additional fees associated with the operation of the club. Each team does not fund itself. Money collected goes into the general fund and all club/team operating costs are paid from the general fund account.

For Angels of Albuquerque Volleyball Club to execute their annual plan, we must adhere to our budget. Once you sign the contractual agreement and pay your initial payment, you are committed to the season with the Angels of Albuquerque Volleyball Club. Should you withdraw before the season is over, you will not be entitled to any refunds of money already paid. We cannot issue refunds for any Angels of Albuquerque Volleyball Club fees. If a family decides to withdrawal from the club for any reason or is removed for violation of USAV or Angels of Albuquerque Volleyball Club rules they will be responsible for the balance of their dues. It will be at the discretion of the administrators to release the athlete from the Angels of Albuquerque/USAV club roster for that season. Failure to complete the payment schedule as agreed upon by the contractual agreement can render the athlete ineligible to compete with the Angels of Albuquerque Volleyball Club until the balance is paid in full. It should also be noted the Angels of Albuquerque will report the athlete to Sun Country and USAV that they did not leave the club in good standing if they chose to leave the club without fulfilling their obligation and the player will not be allowed to participate with another club until all financial obligations have been made to the Angels.

Under no circumstances should coaches collect money for payment of dues. Angels of Albuquerque Volleyball Club administrators will be available at various practices to collect monthly payments. Payments may be mailed to: Angels of Albuquerque Volleyball Club,

PO Box 67171, Albuquerque, NM 87193. Circumstances that prevent a player from participating (injury, schedule, conflict, suspension, etc) does not dismiss the financial obligation to the club. In the case of an 18-year-old signing their contracts with Angels of Albuquerque Volleyball Club, we will require their parents to act as a co-signer on all registration paperwork requiring a financial commitment.

Fees

A deposit will be due at your signing date (initial parent/player meeting) or in accordance with the contractual agreement, **whichever comes first**; The remaining amount will be split into monthly payments to be paid by in accordance with the payment schedule and financial agreement.

Parents are responsible for paying their fees on time. Budgets are designed to meet expenses and if fees are not paid, we will not be able to meet those expenses in a timely fashion. If fees are not paid, your daughter will not be permitted to participate in practices and tournaments.

Team Dues Payment Schedule (No Refunds for any Angels Club Related Payments) Angels of Albuquerque Volleyball Club will accept cash, check (made payable to Angels of Albuquerque Volleyball Club) and credit cards, (there is a service fee associated with using a credit card). Reminders may be sent out via email or text but ultimately it is your responsibility to make sure your payments are submitted on time. Invoices will not be mailed. Any payment received 10 days after the due date will be considered "late" and a late fee of \$20.00 will be applied to the balance. If a player has not met their financial obligation by the due date, on the month when the payment is due, that player will no longer be allowed to participate in club activities until the payment and late fee is collected.

Any checks returned due to insufficient funds will be charged a \$40.00 fee. This fee must be paid prior to the player participating in any additional practices or tournaments. In addition, we will no longer accept personal checks from you from the remainder of the season. All outstanding payments will have to be in cash, money order, or credit card.

Club Coordinated Fundraisers (2022-2023 Season)

Individual teams may not do individual team fundraisers without a written request to the Angels of Albuquerque Administrators for prior approval.

Team Building

Many of the girls on the teams quickly become friends and like to get together outside of club volleyball activities and events. The Angels encourage the players to get along on and off the court. Sometimes parents offer opportunities for the girls to get together as a group outside of volleyball. The Angels of Albuquerque Volleyball Club is not responsible for activities held outside of what the club is obligated to provide players, such as practices, tournaments, photo shoots, etc.

The club will not host nor be responsible for an end of season party. If individual teams elect to have an end of season party, then it is not considered a club event and the club is not responsible for its coordination, collection of money, or funding. The end of season party must take place after their last scheduled tournament.

Fan Wear

Fan wear will be offered by the club one time per season. The Angels of Albuquerque Logo may not be altered without prior approval from the Angels of Albuquerque Board of Directors.

Uniform and Equipment

Uniforms are provided by Angels of Albuquerque Volleyball Club based on the team the athlete is on. Each player is responsible for their own spandex shorts, socks, knee pads and shoes. Proper care of the uniforms is each player's responsibility. Parents are asked to review and follow the care instructions on labels to ensure that all the gear is in the best condition possible for the season. If the uniform or uniforms are lost or damaged replacement uniforms are the responsibility of the parent.

Time Commitment

The season runs November – April/May/June. Practices will begin in November and tournaments will begin in January. Players are expected to be committed to attending practices and tournaments scheduled by Angels of Albuquerque Volleyball Club.

Practices

The Angels available practice days are Sunday through Saturday. Practice times and locations between November and January are subject to change. This includes times/days/locations due to team and facility balancing. Practices after January 1 may still be changed or altered at the discretion of the administrators. Teams will practice a minimum of 1 time per week. If your team is scheduled to practice on a Sunday and you play a tournament on a Sunday, then your tournament will "substitute" for that practice. If you practice on a day that falls on a holiday, then practice is canceled that day. It is at the coach's discretion to cancel practice.

Lack of practice attendance may affect playing time at tournaments and missed training time may affect the well-being of the team and the individual's own skills advancement. In the case of inclement weather, coaches will contact players at their preferred contact number to notify them of practice changes and/or cancellations. It is at the discretion of the coach or coaches to allow parents at practice or to hold closed practices. If the coach determines that their practices will be closed to parents and spectators, you may request to attend some of the practices to observe the training that is taking place. However, your request must be made 24 hours prior to practice and the coach or coaches must approve your request before you attend. Closed practices are not intended to "shut parents out" on the contrary; they are put in place to allow for maximum focus and training with minimal distractions. Unexcused absences may result in loss of playing time in an upcoming tournament. Please arrive at practice 15 minutes early to ensure that you have adequate time to prepare and be ready to step on to the court at the scheduled practice time.

Practice Facilities Availability

Angels of Albuquerque Volleyball currently does not have its own facility. On rare occasions the coach may show up to start practice and the gym may be locked or the equipment may not be available. The Angels of Albuquerque Volleyball Club does have contact information for all site managers and will make every effort to make sure that

the gym is open and ready for practice. However, on rare occasions the gym may be locked, and we may not be able to reach the site manager. At which time practice may have to be canceled on the spot. We realize that this is an inconvenience. In the event this happens we will try to schedule a make-up practice for the team if possible. We will also notify the site manager and their supervisors immediately.

Facilities

The use of facilities is given to the Angels of Albuquerque Volleyball Club in good faith. If at practice a team, coach, or player intentionally or by accident breaks or destroys any item that belongs to the facility, the cost of replacement falls upon the individual responsible. Players need to assist in all duties required by the facility including but not limited to putting up and taking down the net, sweeping the floors and securing the equipment storage room. Our club policy is to leave the facility better we found it.

Only players and coaches are allowed on the court. Parents and siblings are not allowed on the court at any time during practice. All siblings must be supervised at all times. If siblings are at practices, they must remain with their parents or guardians at all times. They should not be playing in the gym, in the gym storage room, with or on the gym equipment etc. They should not be running up and down bleachers, climbing on top of tables, rollerblading, or riding skateboards in the gym. They should not be pushing each other around on wheeled chairs. Siblings must be supervised at all times. If siblings are unsupervised at practice, it becomes a distraction for the coach or coaches. It takes away valuable training time from the players if the coach must keep redirecting the siblings. If this becomes a problem, then a coach or coaches reserve the right to not allow siblings to attend practice.

Tournaments and Playing Time

A player will not be eligible for tournament play until all registration fees due up to that tournament have been paid, paperwork is completed, and the player has attended the scorekeeper's clinic or taken it online. Each team will play between 6-10 tournaments. Tournaments are usually on Saturdays and/or Sundays and last the entire day. All players are expected to be in the gym, ready to warm up, at the arrival time determined by the coach. Angels of Albuquerque Volleyball Club standard is a half hour prior to the first game regardless of if you play or referee. Please plan travel time accordingly. Specific information on each tournament is not typically available until the week of the tournament.

Time played at tournaments is earned and is not given out equally. Practice is where the athletes learn and grow in skill development. Participation at practice helps determine tournament play time. It is at the discretion of the coach or coaches to determine playing time and positions.

During pool play of each tournament, all girls most likely will be given playing time. Playing time is not equal for all girls because of the position played and available players. Once a team enters the playoff portion of an event, playing time will be at the discretion of the coach or coaches. It is a possibility that players may not see the court during the semi-finals and/or finals in bracket play. The coach evaluates the athlete's attitude, ability, practice attendance, effort and performance, the needs of the team, and the opponents.

This along with several other factors determines who plays in the playoffs, semi-finals, and championship matches.

It is important that players and parents accept the club mantra: **"Players pay to train, not to play. Playing time is not a given; it is earned first by hard work, positive attitude, and display of skills on the practice court"**. If you do not accept this, do not play for the Angels of Albuquerque Volleyball Club.

For liability and insurance reasons, Angels of Albuquerque Volleyball Club coaches, directors and administrators cannot be responsible for any transportation to or from any tournaments or practices.

Playing in Tournaments or Participating in Leagues Outside of the Angels Approved Season Schedule

Teams are strongly discouraged from participating in any volleyball tournaments/non-club leagues during the club season. The Angels of Albuquerque Leadership strongly discourage coaches to serve as a coach in a tournament/league outside the Angels of Albuquerque tournament schedule. If Angels players choose to play in a tournament or participate in a non-club league, on their own, outside of club, then they must not wear their Angels jerseys and must not play as an Angels team.

Teams that Forfeit or Elect to Forego a Tournament on Their Tournament Schedule

There are no refunds to teams or individuals that forfeit a tournament on their schedule. There are no refunds to teams or individuals who elect to forego a tournament on their schedule. If a team takes a vote and the majority of the team votes not to participate in a tournament or tournaments on their tournament schedule the club is not responsible to issue refunds or provide substitution tournament(s).

Tournaments that are cancelled by the tournament sponsor

In rare instances the tournament sponsor may cancel tournaments. This is completely out of the Angels of Albuquerque Volleyball Club control. In the event that a tournament is canceled by the tournament sponsor Angels of Albuquerque Volleyball Club is not liable for any of the player's associated prepaid tournament/travel expenses incurred by the family.

Scrimmages

Scrimmages are to be set up by the coach. Scrimmages are only allowed between USAV clubs. Everyone on the court during a scrimmage must be registered through USAV. All adults involved with junior players must be registered and have a current background check through USAV. Scrimmages are typically held during the team's scheduled practice time. Scrimmages that the Angels participate in can be held at another location only if another USAV club volleyball team hosts the scrimmage at their facility.

Officiating Courses

Officiating and scorekeeping are integral parts of participating in volleyball tournaments. All players and coaches must participate in one officiating training per season. Players will not be allowed to participate in sanctioned tournaments without proof of completion. Jerseys, bags, and jackets will be distributed only to those players who have completed the course. Officiating at tournaments is a shared responsibility for the entire team. **If your team is officiating, players may not leave the tournament site. We play together, we ref together, no exceptions. If there is an emergency and you must leave during your ref duties, then the player must sit out one entire match during the next scheduled tournament that they are present for.**

Travel

Travel expenses are the responsibility of each family. If traveling out of area, all team members will be encouraged to stay in the same hotel. In the event the tournament has a "stay and play" policy, then it is mandatory that everyone stay at the same hotel.

Any player found in possession of or to have used alcohol, tobacco, vaping, or other controlled substances while representing Angels of Albuquerque Volleyball Club will be sent home immediately at the expense of the parent or guardian.

Violation of any of these travel policies may result in expulsion from the club. Club Administrators may, at their discretion, send a player home at the expense of the parent or guardian for violation of any club policy or rule.

Attendance

You are required to be on time to practices and tournaments. Angels of Albuquerque Volleyball Club requires you to call your coach if you will be late to, or will miss practice or a tournament. If you do not call your coach to explain the reason you are late or absent prior to then you will be considered unexcused. A player's absence has a negative effect not just on the athlete individually, but on the entire team.

The Angels of Albuquerque Volleyball Club strongly supports each athlete's academic growth and success. Grades and schoolwork are very important and should be a priority for all student athletes. An important life lesson gained by being involved in any extracurricular activity is time management. Homework is not a reason to miss practice or tournaments. Your student athlete must learn to manage his/her time to compete in athletics. Managing time and making choices are skills that student athletes will use the rest of their life. If volleyball is important to your student athlete, they will not excessively miss practices or tournaments.

We as a club cannot advise parents how to discipline/redirect their daughters however, parents please keep in mind that withholding (grounding) a player from practice or tournaments as a means of discipline/ redirection affects the entire team and its growth.

The coach has the right, at any time, to discuss with the player/parent/administrators any problems that continually occur with attendance times and missed practices and or tournaments. Coaches may enforce other team rules for practice and tournaments that players are expected to follow.

Angels of Albuquerque Volleyball Club Administrators reserve the right to place player on probation or suspension for violation of any rules or regulations. Probation results in the ability of the player to practice with the team, but not participate in tournaments. Suspension will result in the player not participating in practice or tournaments for an agreed upon amount of time.

Multiple Sport Athletes

Angels of Albuquerque Volleyball Club expects our players to make a commitment to their team for the season. We are aware that our athletes may also play other competitive sports during the club volleyball season. We believe that being a well-rounded athlete is vital to your development. However, any athlete that chooses to play in a school or other club sport during our club season must sit down with their parents and coaches to determine the following factors:

- ✓ Identify which sport has priority when there is a conflict.
- ✓ Consider the time commitment required to be successful in each activity.
- ✓ Compare schedules and determine the number of practices and tournaments they will miss, need to leave early for, or be late to.
- ✓ Consider the physical and mental strain they might endure.
- ✓ Assess how their other extracurricular activities will affect their contribution to the team as a whole and how it may affect their playing time.

All athletes must disclose intended extracurricular activities to the coaches during the selection process and prove that their club volleyball team will be a high priority. The coach will then have discretion as to whether or not to accept a multi-sport athlete onto their roster.

Image Presentation

You are representing yourself, your family, and the Angels of Albuquerque Volleyball Club at every practice and tournament. We are a club that will be known for good sportsmanship and integrity by our players, coaches, and parents. A player arguing with officials is never appropriate and not tolerated. It is important to always display proper behavior.

Team Parents

Angels of Albuquerque Volleyball Club would like to have a minimum of 1 (one) parent per team to handle team email communications and food table organization for tournaments. Team parents will be required to attend each tournament as they will be responsible for coordinating the food table, banner and/or tent if necessary.

Grievance Procedures

Competitive team athletics, by its very nature, creates an environment where athletes, parents and/or coaches may not agree with all decisions made. Knowing when and how to communicate with the coach or Club Administrators is a concern for almost every parent at some time during the season. Most often the concern is how to inquire about issues surrounding playing time. However, this applies to all concerns related to the athlete's team and or club. Athletes are encouraged to communicate with their coaches. Athletes are expected to discuss any issues concerning playing time or any other volleyball related subject with their coaches first before escalation is needed.

Parents are encouraged to communicate with the Director and the Club Administrators only after exhausting all the recourses to resolve the problem. Coaches are not required to defend his/her thought process or conclusions at any time during the season. Coaches are instructed not to engage in controversial discussions during tournaments. If a coach is approached during a tournament, he/she has been instructed to politely decline to discuss any controversial matter or to refer the parent to a Club Administrator.

We ask parents to refrain from mass emailing concerns via contact lists that they piggyback off the coach or the club. This type of negative communication causes dissention and is not a productive means of resolving an issue. Other members of the team or the club are not able to resolve the problem and it can be considered gossip.

Parents and athletes are to adhere to the following grievance process:

1. The athlete meets with the coach to discuss the matter. If the matter is not resolved or the athlete has a reasonable concern about speaking with the coach, please proceed to step two.
2. The parent meets with the coach to discuss the matter. If the matter is not resolved or the parent has reasonable concern about speaking with the coach, please proceed to step three.
3. The parent meets with the Club Administrators. In certain situations, the Club Administrators may ask either the coach or athlete (or both) to attend the meeting.
4. All decisions and recommendations by Angels of Albuquerque Volleyball Club and the Club Administrators are final and not subject to appeal. The recommended time for a parent and/or athlete to meet with a coach is after a minimum of a 24 hour cool down period. It is inappropriate for an athlete or a parent to approach other Angels of Albuquerque Volleyball Club members about a problem the athlete or a parent is having with a coach, about objections to coaching, or administrative decisions. For the health of the teams and the Club as a whole, grievances must be handled via the grievance process outline above. Angels of Albuquerque Volleyball Club strongly promotes fairness and believes in open communication. All issues and concerns are immediately addressed with the athlete's well-being in mind.

Angels of Albuquerque Volleyball Club is dedicated to keeping an open line of communication between all involved. We want the players/parents to feel comfortable with our staff. We are here to make this season enjoyable as well as a great learning and growing experience for your athlete.

Insurance Coverage

It is the responsibility of parents to ensure that their athlete is covered by medical insurance. Volleyball is like any other sport - the risk of accidental injuries is inherent in these activities. These risks include, but are not limited to, the potential for injury, accidents or illness while traveling to and from competition sites, while participating in the various program activities, and while playing volleyball. We attempt to minimize the existing risks through use of proper sports equipment, proper facilities, and sound safety practices.

Angels of Albuquerque Volleyball Club reserves the right to amend this player/parent handbook at anytime as this is a living document and subject to change.