



West Coast Volleyball Club

Club Policies

Playing Time Policy

Coaches are responsible for determining playing time, and must consider the following when determining the appropriate playing time for players:

1. Athletic ability and improvement of skill level
2. Performance in practice and games
3. Ability to execute skills in competition
4. Attendance and level of commitment to the team

With this in mind, West Coast Volleyball club encourage participation and development of all players, and encourages coaches to ensure all players get a chance to have court time to develop their competition skills.

Under no circumstances is it permissible for a parent to approach a coach during competition or at a tournament site to discuss playing time. If a player is concerned or unclear about her role on the team, she should initiate a meeting with her coach to discuss the matter either before or after practice.

Exception:

12U, 13U, 14U - Volleyball BC's Fair Play Rule will be implemented:

12U, 13U and 14U Substitution Rules:

All players listed on the score sheet must start the first or second set. Substitutions are not permitted in the first or second set. In the case of injury, an Exceptional Substitution may be made. The injured/ill player may not return to the same set, but may return to play in subsequent sets. If there is a 3rd set, the coach has the choice of starting any player and there is no minimum number of points needed prior to substitutions being made.

Social Media + Online Communication Policy

West Coast Volleyball Club understands that advancements of technology are enabling new forms of social interaction and social media is a popular communication tool for players, parents and coaches. West Coast Volleyball Club is also aware that social media is a venue where inappropriate behavior and misconduct can occur. The following policies are meant to ensure the appropriate use of social media and online communication.

Texting, Email and Similar Electronic Communications

If it is necessary for a coach or staff member to send a direct text message or email to a player, the following guidelines must be followed:

- It should be non-personal and for the purpose of communicating information about team activities
- It should never include or contain offensive, sexual or inappropriate language or photos
- The time of day and the number of messages sent should be considered
- Records should be kept of every coach's current cell number and email accounts

When a player feels the need to text or email a coach or staff member, the following guidelines must be followed:

- It should be sent only with information regarding the organization or team or club activities

Social Media (Facebook, Twitter, Instagram and Similar Sites)

- Coaches are not to have contact with players on any social media site.
- Players are never to post pictures of other club members or players that can be hurtful or embarrassing or without their permission.
- The use of any device of recording or transmitting visual images is strictly prohibited in showers, restrooms, changing rooms or other areas where participants expect privacy.
- Protecting the identity and privacy of all West Coast Volleyball Club players is required.
- Do not post names, photos or identifying information at any time.
- Players and parents can "friend" or "follow" the official West Coast Volleyball Club page and coaches can communicate to players through the site. The communication must be open, transparent and professional in nature and for the purpose of communicating information about the team or club activities.
- Social media sites should not be used to abuse or criticize the organization, members or players.

Personal Information Protection Policy

West Coast Volleyball Club is committed to safeguarding the personal information entrusted to us by our members. This privacy statement outlines the practices we follow in protecting personal information.

This privacy statement applies to West Coast Volleyball Club and to any person providing services on our behalf. A copy of this privacy statement is provided to any member on request.

What is personal information?

Personal information means information about an identifiable individual. This includes an individual's name, home address and phone number, age, sex, marital or family status, an identifying number, financial information, educational history, etc.

What personal information do we collect?

We collect only the personal information that we need for the purposes of providing services to our members, including personal information needed for communication, promotion, and risk management.

We normally collect member information directly from our members. We may collect your information from other persons with your consent or as authorized by law.

We inform our members, before or at the time of collecting personal information, of the purposes for which we are collecting the information. The only time we don't provide this notification is when a member volunteers information for an obvious purpose (Ex. producing a credit card to pay a membership fee when the information will be used only to process the payment).

How do we safeguard personal information?

We make every reasonable effort to ensure that personal information is accurate and complete. We rely on individuals to notify us if there is a change to their personal information that may affect their relationship with West Coast Volleyball Club. If you are aware of an error in our information about you, please let us know and we will correct it on request wherever possible. In some cases we may ask for a written request for correction.

We protect personal information in a manner appropriate for the sensitivity of the information. We make every reasonable effort to prevent any loss, misuse, disclosure or modification of personal information, as well as any unauthorized access to personal information.

We use appropriate security measures when destroying personal information, including shredding paper records and permanently deleting electronic records.

Questions and complaints

If you have a question or concern about any collection, use or disclosure of personal information by West Coast Volleyball Club, or about a request for access to your own personal information, please contact Wayne Loewen.

Travel Policy

West Coast Volleyball Club recognizes the importance of travel for competitive volleyball and expects respectable and mature behavior for our participants both home and away. West Coast Volleyball Club also understands the additional risk of misconduct during overnight travel.

General

1. The West Coast Volleyball Club Travel Policy must be signed and agreed to by all athletes, parents, and Coaches travelling with the club.
2. Travel to and from any local games or practices will be responsibility of each parent or legal guardian.
3. Travel to and from away events will be will be the responsibility of each parent or legal guardian. If this is not possible then members of West Coast Volleyball Club may be able to help.
4. Coaches and parent drivers will drive members of the team using personal vehicles or rental vehicles.
5. Team chaperones and/or drivers are volunteer members of West Coast Volleyball Club and therefore must have completed the West Coast Volleyball Club Screening Procedure.
6. A minimum 2 weeks notice must be provided to the coach if an athlete is unable to attend a travel tournament. This is to ensure adjustments to the budget can be made. Failure to abide by this rule will result in the athlete being charged for the cost of the trip in order to balance the team budget.

Parent/Guardian Drivers

7. All drivers must have a valid driver's license and have the necessary third-party liability insurance in order to be able to transport members of the team
 - a. Upon the recommendation of Volleyball BC drivers should have 3rd party liability insurance to the amount of \$5 million dollars.
8. Drivers are recommended to have all emergency contact information for each passenger, as well as the Club emergency contact information.
9. Drivers must ensure all passengers must wear seat belts
10. The Driver will operate the vehicle in a safe, legal manner, and operate consistently with any driver license or insurance restrictions.
11. The driver agrees there will be no smoking in the vehicle.
12. The driver agrees not to use any handheld devices (Eg: cell phones/ iPods etc.) while operating the vehicle.

*****Continued on next page*****

Accommodation and Venue

13. Safety comes first for all participants; nobody goes alone to any destination. You must have a buddy.
14. Players are not to leave the competition venue, the hotel, a restaurant, or any other place at which the team has gathered without the permission/knowledge of the Head Coach.
15. Players are not permitted in coach's room alone, only as a team.
16. Rooms are to be assigned by coaches. Players are NOT allowed to switch with each other.
17. Curfews are set by the coaches and must be strictly adhered to by all players.
18. Players are to abide by all team rules and Codes of Conduct generally in effect.
19. Use of any illegal or controlled substance (alcohol, drugs, tobacco) will not be tolerated in any form whatsoever. Such use will be cause for immediate dismissal from the team.
20. Players must stay and use the accommodation that is provided by the club, and may not stay with parents/ or relatives and cannot room with their parents at the hotel.
21. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete).
22. There will be NO male players in female player's rooms and NO female players in male player's rooms (an exception may be made for siblings).
23. Players will be respectful to all teammates, parents, officials, coaches, and players from other teams when travelling with West Coast Volleyball Club.

Failing to comply with any of the above policies will result in disciplinary action at the Coaches and Club's discretion. This may include a player to sit out for a game(s), a suspension from the team, or even complete removal from the team and Club.