



General Club Information

a) Club Philosophy

Campbell River CRUSH volleyball is a non-profit volunteer athletic association created to promote volleyball as a community sport. It is the intent of the club to provide athletes opportunities to develop sportsmanship, skill and a sense of 'team' and competitive spirit.

b) Coaching Guidelines / Requirements

- Prior to the coaches meeting, all returning coaches should indicate to the directors, which team they are interested in coaching in the upcoming season. Returning coaches that have acquired the necessary coaching certification and that have kept their coaching skills current by attending coaching symposiums or workshops will be given first choice of teams. If two or more coaches are interested in working with one team, they will each provide the directors with details of their coaching background, current certification and a proposal for the upcoming season. The directors will make a final decision on which teams individual will be coaching. All new coaches will have a choice of the remaining teams.
- New coaches must complete a [criminal records check](#), at no charge, and attend a new coach's orientation night to review club policies and to provide assistance with organizing the season.
- Coaches will have the opportunity to obtain/upgrade their coaching certification with financial support from CRUSH Volleyball. Current Volleyball BC certification All Head Coaches attending Provincial Championships and National Championships must be fully certified Level 1. 17U, 18U and 21U coaches must have completed both Level 1 and Level 2 (Theory, Technical & Practical).
- To ensure our club's high level of coaching standards are maintained, head coaches will be required to show proof of the above certification.
- It is mandatory that all coaches hold a parents meeting as soon as possible into the season (1st week of the season). This is an excellent opportunity to welcome parents and their children, discuss the plan for the season, provide the Player - Parent Handbook and [Athlete Profile](#), discuss registration and attendance at the AGM, identify a Parent Coordinator, discuss your coaching philosophy and to introduce the Club President who will attempt to attend all parents meetings.
- All teams must have a Parent Coordinator who will be responsible for organizing the parent's to assist the team to ensure the coach can focus on coaching while the parents handle the behind the scenes organization. Tasks such as fundraising, team travel and general coach - player support and communication are the responsibility of the Parent Coordinator. A [Parent Coordinators](#)

General Club Information

[package](#) is included in this handbook. A sample [parents meeting agenda](#) is also included as reference.

- In order to ensure adequate numbers to maintain a team throughout the season, a team must begin the season with a minimum of 10 players on their roster, at least 6 of which are dedicated to their attendance (ie no other conflicting sports.) OR a team of 8 fully committed players.
- Coaches should remember that they are representatives of the Campbell River CRUSH Volleyball Club at all times, during practice, at Playdays as well as at team outings/dinners/fundraisers and should conduct themselves accordingly.
 - All coaches must abide by and sign the [Club Coaching Code of Conduct](#)
 - Illegal drugs are prohibited for CRUSH Volleyball coaches
 - Coaches that are the opposite gender of their athletes should always have a same gender chaperone for overnight trips.
- It is an expectation that all CRUSH coaches arrive at all practices promptly. This example will rub off on your players and become an expectation of theirs as well. If you know you will be unable to arrive on time, please contact a fellow coach who is using the gym at the same time as you or a parent to have them show up on time and let the athletes know you will be late. Warm up can then be started until you arrive.
- To help to ensure safety for all athletes within our club, please avoid leaving any child alone after practice and wait until their ride arrives to ensure they have a safe way home.
- All coaches MUST follow the guidelines of Volleyball BC, found in the Club section of their website. (<http://www.volleyballbc.ca/index.asp?Page=430>)
- In addition to the above BC guidelines, our Crush Volleyball Club also requires that those coaching U15 and younger follow these guidelines as well:
 - Teams will run a 6-2 system (4-2 for younger ages), which provides for the development of more setters on each team
 - Teams will run a service reception formation that does not hide weaker passers
 - Playing time will be equal during Playdays to encourage player development. It will be at the discretion of each coach as to the playing time during Nationals, Provincials, Islands and SuperSpike (Volleyfest). Coaches also have the discretion to adjust playing time for any disciplinary reasons.

General Club Information

c) Tryout Policy

Tryouts, including cuts, will only be used if there are not enough coaches available to work with the number of interested athletes.

If more than one team is possible at a particular age group, athletes will be split evenly up to and including the 13U level. At the 14U level, survey letters will be sent to parents to 'vote' for either even skill-level teams or tiered A and B. Teams at 15U and up will be tiered.

The following policy would also be used for the selection of an A and B team even if no cuts were required.

- The CRUSH Executive will determine if a player may try out for an older age category not the player and this would only occur in exceptional circumstances.
- The club must come to a reasonable conclusion about the number of interested players at particular age group for the season, PRIOR to the actual first day of tryouts, for logistical reasons. Therefore the club will solicit for athlete interest (at older ages) PRIOR to the first date of tryouts via the website, paper, email to past athletes and existing volleyball coaches. If it is determined that there may not be enough players to make one team or two teams, the club will consider alternatives that could increase the potential for playing opportunities for CRUSH athletes as a whole.
- Players living full time in other communities are only permitted to try out for CRUSH Volleyball teams if CRUSH teams are short of athletes (as above) and their club has released the athlete through a player transfer agreement.
- Tryouts must consist of a minimum 2 sessions.
- There must be a minimum of three observers present at each tryout session and involved in the selection process.
- There News of the selected team should be delivered by one of the following methods: one on one conversation (athlete to coach), phone call or individual letter. Group session selections are not encouraged.

d) Discipline

- Coaches have the authority to enforce disciplinary actions as they see fit.
- Use of drugs or alcohol, un-sportsmanlike behaviour, theft, vandalism or inappropriate conduct may result in a permanent suspension from the team and possibly CRUSH Volleyball.
- Questions or concerns on disciplinary action should be brought to the attention of the club directors immediately.

General Club Information

e) **Player Sponsorship**

f) CRUSH Volleyball will cover the registration fees of players that are unable to afford them through its association with Kidsport.

g) **Team Registration**

Registration for the season will be held during the Annual General Meeting (AGM) which will be held following team selections. All parents are encouraged to attend the AGM with registration following the meeting. **Please ensure your parents are aware of the date and time of the AGM / Registration and that they are aware of the \$20 late fee if they do not attend the AGM to register (pay).** If parents come to you in advance indicating that they cannot attend the AGM/registration, you may give them a [registration envelope](#) and allow them to register (pay) in advance. This will not be considered the norm but rather we are encouraging parents to attend the AGM in an attempt to have as many parents as possible educated on our club policies, procedures etc. We hope to avoid the numerous questions, concerns and misunderstandings that have arisen in the past due to parents not attending the AGM. Registration envelopes will not be handed out to parent until the AGM, and are to be completed and handed in (with cheque) the night of the AGM.

To expedite registration, coaches are responsible for ensuring their [team rosters](#) are handed in to the club (treasurer or president) prior to the AGM. Please also ensure your parents are aware of the information they will need to provide during registration.

From each player's registration fees, \$50 will be sent directly to Volleyball BC for insurance etc., \$40 will remain with the club to go towards upgrading equipment for the club, maintaining coaching standards, holding specialty clinic or hosting guest coaches etc. The remainder, approximately \$120 will go directly towards your team for Playday registration and coaches expenses. Details to follow in the Team Budget section.

For Example:

registration \$210 per player

\$210 (registration fee)

\$40 CRUSH volleyball club

\$50 (Volleyball BC Membership)

\$120 team budget

The cost of registration is determined by the number of Playdays and opportunities available to players and therefore may vary by age group.

For the cost of registration, players should expect two practices per week; special coaching opportunities and all teams will be eligible and expected to participate in the Provincials regardless of the number of teams on the island in a particular age category. Teams who have limited opponents on the island in their age category will be encouraged to participate in a higher age category and/or utilize their team budget to

General Club Information

travel to Van to play. North Shore schools are close to the ferry and hotels are less expensive than downtown.

IMPORTANT NOTE: *Players must be registered with the correct team based on their date (year) of birth and NOT their school grade. Volleyball BC is VERY strict with this ruling and the online registration will not allow players to register when the date of birth is not reflective of the age category.*

h) Team Budgets

CRUSH volleyball receives revenue from both Gaming and from registration fees. Together these funds allow us to operate. Each team will have a budget of approximately \$120 for each player. For example, if you have 12 players on your roster you have \$1440, with only 10 players you have \$1200. Your budget must cover your team tournament entry fees as well as coaches travel expenditures; including hotels, gas, ferry and food costs. The club will cover the entry fee for Provincials for each team. If you require more money to complete your season, it will have to be collected through fundraising by your team.

To help project a team budget, a [sample budget](#) has been included in this package.

Typical Playday entry fees: \$\$100-\$125

Typical Super Spike (Volleyfest) - \$200 (seeding for Provincials)

Typical Islands - \$250 (seeding for Provincials)

Super Series Events (16U and 18U) - \$225

Typical Provincials \$400 (Paid for by club not individual team budget)

An up to date accounting (amount left in your team budget) will be available to anyone upon request of the treasurer.

i) Tournament/Playday Fee Payment Process

Registration for Playdays is the responsibility of each individual coach. Go to the CRUSH website, to view the Playday Schedule for your age category. Contact names and emails should be available. Contact the host site directly by either phone or email to register your team.

All tournaments entry fees must be paid for with a Campbell River Club Volleyball cheque written to the tournament host club. Some entry fees for tournaments are paid out of our Gaming funds and our Gaming license does not permit the club to write personal cheques. **In order to keep our finances in order, a coach cannot pay the entry fee personally and be reimbursed at a later date. Not under any circumstances.** Please complete the *Cheque Request* section of the [cheque requisition form](#) prior to the Playday /tournament, giving ample time for the treasurer to issue a cheque for you to take with you on the date of the Playday.

j) Expense Reimbursement

To be reimbursed for expenses, please complete the *Expense* portion of a [cheque requisition form](#) and include **all receipts**. Receipts are required for gas and food as well as hotel, ferry etc. We are no longer able to provide mileage or per diems for coaches. NO CHEQUES CAN BE WRITTEN WITHOUT

General Club Information

RECEIPTS OR COMPLETED CHEQUE REQUISITION FORMS. Please submit these to the club treasurer.

k) Fundraising

As the Campbell River Volleyball Club is expected to provide sources of income beyond Gaming we request that any funds raised by your team go through the Club books. If you are planning team fundraising (role of the Parent Coordinator), please deposit any revenue to the Club through the Club Treasurer and then it will be credited specifically to your team account. This includes any funds collected for vests, sweats etc. Details can be found within the [Parent Coordinator Handbook](#). All fundraising ideas must be passed through the Fundraising Director, Lauri Campbell soupy5@telus.net to avoid over saturation with local businesses and even distribution of different fundraising ideas.

l) Communication

Sometimes misunderstandings, conflicts or problems occur within teams. Please try to speak with players/parents in private outside of practice time. If more help is required please approach one of the Club Directors, they may have dealt with this in the past and have some suggestions. They are here to support you as a coach.

m) League Registration

Once the AGM and registration is complete and all money is collected for all teams, the Club Executive will register all Club member (player and coaches) via the Volleyball BC website. (password required)

n) Registration for Islands

Registration for the Provincials is handed by the Club Executive via the Volleyball BC website – password required.

o) Registration for Provincials

Registration for the Provincials is handed by the Club Executive via the Volleyball BC website – password required.

General Club Information

p) Equipment Supplied by CRUSH

Each team will be supplied with their own:

- 6 volleyballs – including 1 game ball and a setters ball (if requested), ball carrying bag, rolling/folding ball cart for practices
- First Aid kit (tape, disposable ice packs, bandaids, tensor wrap, safety pins, antibiotic cream, skin lube for floor burns, scissors...)
- 2 sets of volleyball jerseys - black and red) \$35 deposit collected at registration by way of cheque to be destroyed at season end when jersey's are returned

Additional equipment that is available to each team on a loan basis:

- Plyometric equipment (jumping ladders and a rope ladder) – upon request from club equipment director

q) Special Player Development Coaching Opportunity

This year, the club has a player development coach who will be available every Wednesday night starting in mid January. Brian Stevens, will be working with your athletes by position (and grade) as opposed to with your team as a whole. Schedule to follow. It is your responsibility to ensure your athletes attend take advantage of this additional coaching opportunity provided by the club. The club strongly encourages you to personally attend to learn new drills and add to your skill set as coaches.

r) Club and team Promotion

Coaches are encouraged to promote the Club through submission of articles to the local paper to promote CRUSH volleyball and highlight the milestones / achievements of your athletes and teams. Courier Islander sports@courierislander.com and CR Mirror sports@campbellrivermirror.com .The radio station the River warren@997theriver.ca