



TEXAS IMAGE VOLLEYBALL

2010

PLAYER & PARENT

HANDBOOK

Table of Contents

| | |
|------------------------------------------|---------|
| ★ Mission Statement | page 3 |
| ★ General Information | page 3 |
| ★ Staff Information | page 4 |
| ★ Texas Image Contact Information | page 5 |
| ★ Rules and Regulations | page 7 |
| ★ Practice Policies | page 8 |
| ★ Travel Policies and Regulations | page 10 |
| ★ Code of Ethics for Parents and Players | page 12 |
| ★ Communication Policies | page 12 |
| ★ Grievance Policy and Procedures | page 14 |
| ★ Sexual Harassment Policy | page 14 |
| ★ Club Fees and Payments | page 14 |

Mission Statement

Texas Image Volleyball is a registered junior program affiliate of **USA Volleyball**. The mission of **Texas Image Volleyball** is to be a leader in teaching, coaching and training young volleyball athletes in all of the aspects the sport including; skill and technique training, team tactics, strength and conditioning, and basic skills in sports psychology and leadership. This competitive athletic experience will enhance the social development, contribute to mental and physical health, and teach the values of teamwork, responsibility, self-discipline, and self-motivation to each athlete. It is the intention of **Texas Image Volleyball** to develop each volleyball athlete in the program, whether the player desires to be a NCAA Division I college player, or the player that simply wants to make his or her school team.

In summary, **Texas Image Volleyball's** goal is to train young players to optimize athletic potential and develop life skills through volleyball.

Texas Image Volleyball Club Goals

- ★ To promote the sport of volleyball to young athletes in the North Texas Region
- ★ To improve each athlete's skills and knowledge of the game
- ★ To educate each athlete on the aspects of team and individual goals
- ★ To improve the pride and self-esteem of each athlete
- ★ To create a positive environment for athletes that promotes sportsmanship, competition, and fair play
- ★ To provide an opportunity for athletes to prepare for a collegiate level of play
- ★ To provide coaches with the opportunity to improve their skills through the experiences offered in coaching exceptional athletes and through the certification programs established in the USA Volleyball Juniors Program--Increased Mastery and Professional Application of Coaching Theory (IMPACT) and the Coaches Accreditation Program (CAP)
- ★ To educate players and their parents about the rules and procedures that govern junior volleyball, including the Texas University Interscholastic League (UIL), the NCAA, and USA Volleyball

General Information

Mike Wilhelm – Director (Co-Owner)

Mike is a Director of Texas Image Volleyball along with his wife Martha, Ray and Melissa Manly. Mike started Texas Image Volleyball and has been its director for the past six years. Mike is CAP I Certified (USAV Coaching Accreditation Program) coach.

- ★ *Coaching Experience:* Mike has 16 years of volleyball coaching experience, eleven years coaching at the USVA Junior Level. Mike has coached two teams to USAV Junior Nationals.
- ★ *Mike's Coaching Philosophy:* "I want to provide a place where our players can improve their skills and have fun while doing it!"

Martha Wilhelm – Director (Co-Owner)

Martha is a Director of Texas Image Volleyball along with her husband Mike, Ray and Melissa Manly. Martha assisted her husband Mike in the development of Texas Image Volleyball and has served as its co-director for the past ten years. Martha is CAP 1 Certified (USAV Coaching Accreditation Program) coach.

- ★ *Coaching Experience:* Martha has 17 years coaching experience, with 10 years in the public school system and ten years at the USVA Junior Level. Martha was the head coach for two teams that qualified and competed at the USAV Junior Nationals. Martha also had the opportunity to be an assistant coach for an additional USAV Jr. National team.
- ★ *Playing Experience:*
 - Martha started playing at the junior high level, continued in high school, and then at the NCAA Collegiate level.
- ★ *Martha's Coaching Philosophy:* Players should have an opportunity to improve on their skills in an environment where it is safe to learn from their mistakes.

Ray Manly – Director (Co-Owner)

Ray Manly is a Director of Texas Image Volleyball with his wife Melissa, Mike and Martha Wilhelm. Ray is CAP 1 Certified (USAV Coaching Accreditation Program) coach and is currently working on his USAV Level II certification.

- ★ *Playing Experience:* Ray's began his volleyball playing experience Southern California while he was a student in high school. It was during this time that he played volleyball on hard court, sand, and as a member of co-ed teams. Ray then continued to hone his playing skills while competing with Raider Volleyball Club and he has continued playing through out his adult life in several men's leagues in Texas.
- ★ *Coaching Experience:* Ray has coached USAV Juniors for over thirteen years, with his players being at various ages from 14's to 18's. Ray coached for Team North Texas (TNT) for six of those years, one season with Texas Advantage Volleyball (TAV) and the past Six seasons with Texas Image. Ray has had his teams in the top ten in the region for the past 3 years and has finished in the top half of every tournament for the past 4 years.
- ★ *Quote:* "What I look for in a player besides ability is attitude and effort, and with that we can teach skills."

Melissa Manly – Director (Co-Owner)

Melissa is a Director alongside of husband Ray Manly, Mike and Martha Wilhelm. Melissa is a CAP 1 Certified (USAV Coaching Accreditation Program). Melissa's willingness to learn more about the game trickles down to her athletes and throughout the season that success shows.

- ★ *Playing Experience:*
 - Melissa played two years in junior high and all four years in high school, and has continued to play co-ed volleyball for fun.
- ★ *Coaching Experience:*
 - Team North Texas assistant coach for six years with various age levels
 - Texas Advantage assistant for one year
 - Texas Image for the last six with great success

★ *Quote: "I believe in developing fundamentals in individual players to help build a strong team."*

Doug Cagle – Director, Club Development & College Recruiting

Doug is the Director of College Recruitment with a specific focus on helping our athletes acquire athletic scholarships. Doug is IMPACT (Increased Mastery and Professional Application of Coaching Theory) and CAP I (USAV Coaching Accreditation Program) Certified. Doug’s desire to learn more about the game and develop athlete’s skill and character has had a positive impact with the players he has had the privilege to coach.

- ★ *Coaching Experience:*
 - Texas Image Volleyball 14 National
 - Texas Image Volleyball 16 Elite
 - Texas Image Volleyball 15 Elite
 - Fort Worth Christian 8th Grade B Team

Directors Contact Information:

| | Position | Phone | E-mail |
|----------------|--------------------------------------|---------------|--------------------------------------------------------------------------------------|
| Mike Wilhelm | Director (Co-Owner) | 817- 233-7474 | mike@texasimagevolleyball.com |
| Martha Wilhelm | Director (Co-Owner) | 817- 233-7474 | martha@texasimagevolleyball.com |
| Ray Manly | Director (Co-Owner) | 817-915-7797 | ray@texasimagevolleyball.com |
| Melissa Manly | Director (Co-Owner) | 817-915-7797 | mel@texasimagevolleyball.com |
| Doug Cagle | Director of Development & Recruiting | 817-521-5506 | doug@texasimagevolleyball.com |

Texas Image Volleyball Web Site

www.texasimagevolleyball.com

Texas Image Volleyball Practice Site

Winning Edge Volleyball Facility
 2221 109th Street
 Grand Prairie, TX 75050

All practices will be held at Winning Edge VB facility! There are five courts for practice. We also have a café for the parents and players as well as a volley shop and free wireless internet access!

Tryouts

Texas Image Volleyball Club conducts tryouts annually following the conclusion of the high school volleyball season. Every athlete who participates in tryouts is evaluated for intrinsic traits, in addition to skill execution. Team placement is based on the athlete's performance evaluation during the tryout period *plus* what the evaluators perceive to be the athlete's volleyball playing potential and attitude.

Tryout Fees and Forms:

Early Pre-registering (1 week in advance) will be \$ 40.00. The cost to tryout is \$ 50.00, which is non-refundable. Athletes must bring \$50.00 cash or check payable to TEXAS IMAGE VOLLEYBALL CLUB to their first day of tryouts. Athletes need to complete the medical release form and bring it to the tryouts.

Athletes are evaluated on the following criteria:

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

The Evaluation Process:

- ★ Tryouts for each age group are scheduled and completed over multiple days.
- ★ The tryout fee covers all scheduled tryouts.
- ★ Several Texas Image 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 present 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.

Elite National Travel Teams

Texas Image Volleyball Club fields Elite Travel teams that aspire to qualify for USAV, JVA or AAU Girls Junior National Championships in both the Open and Club divisions for each age group from 12's to 18's.

In addition to competing in North Texas Volleyball Region tournaments, Elite National Travel teams participate in two to three national qualifier tournaments in and outside the State of Texas seeking to earn a bid to USAV, JVA or AAU Girls Junior National Championships. Texas Image Volleyball club directors and coaches determine the number of qualifier tournaments a team will attend, taking into consideration each team's overall personnel, tournament options and travel costs.

Elite National Travel team athletes must be able to attend **all** practices, tournaments, and other mandatory events.

National Travel Teams

Texas Image Volleyball Club fields Limited National Travel teams that aspire to qualify for USAV, JVA or AAU Girls Junior National Championships in both the Open and Club divisions for each age group from 12's to 18's.

In addition to competing in North Texas Volleyball Region tournaments, National Travel teams participate in at least two national qualifier tournaments in the state of Texas and may travel outside the state of Texas seeking to earn a bid to USAV, JVA or AAU Girls Junior National Championships. Texas Image Volleyball club directors and coaches determine the number of qualifier tournaments a team will attend, taking into consideration each team's overall personnel, tournament options and travel costs. National Teams provide the same coaching techniques, development opportunities, structure and support as the Elite National Travel Teams.

National Travel team athletes must be able to attend **all** practices, tournaments, and other mandatory events.

Elite Teams

Texas Image Volleyball Club fields a number of teams designated as Elite Teams. Regional Teams provide the same coaching techniques, development opportunities, structure and support as the Elite National Travel and National Travel Teams. Elite Teams cost less, and do not travel outside of the State of Texas.

Elite Teams are designed to work with school or other commitments.

Regional Teams

Texas Image Volleyball Club fields a number of teams designated as Regional Teams. Regional Teams provide the same coaching techniques, development opportunities, structure and support as the Elite National, National and Elite Teams. Regional Teams cost less, and do not travel outside of the North Texas Region.

Regional Teams are designed to work with school or other commitments.

Metro Team Players

The Metro program is designed to keep middle school and high school teams together to work on their volleyball skills as well as individual players or recreation teams. Texas Image provides two hours of skills work one night per week as well as six days of competition on various Saturdays/Sundays throughout the spring. You can bring in your own team or we will try to accommodate high school and middle school teams that wish to stay together as a unit but need extra players. Texas Image will assist players and teams in finding a coach, as long as coaches are available ON A FIRST COME, FIRST SERVE BASIS. Teams may provide their own coach if they wish. Texas Image will certify all first year coaches through the USAV IMPACT certification program at no additional cost and all coaches will attend two Texas Image coaches training clinics held at the beginning of the club season and in March. We will have Metro Team sign-ups the end of November for players without teams.

Metro Teams are designed to work with school or other commitments.

Multi-Sport Athletes

Texas Image Volleyball takes precedence when a Texas Image Elite National or National Travel Team athlete has a conflict with another sport. Texas Image Volleyball Elite National or National Travel Team athletes who play other sports during the Texas Image season must notify their Texas Image Volleyball coach in advance, if they are going to miss or be late to a Texas Image Volleyball practice or tournament because of other sport conflicts. (Please refer to the Practice Rules page 7)

Texas Image Volleyball Elite National and National Travel Team multi-sport athletes are expected to attend all Texas Image team practices and tournaments.

If, for whatever reason, a player must miss a practice or tournament, their Texas Image Club coach must be notified in advance in order grant or deny approval for an excused absence.

Movement between Teams

Occasionally an athlete is moved from one team to another team. Movement from one team to another team is at the sole discretion of Texas Image Volleyball directors, in consultation with the affected coaches, players and players' parents. A full and justifiable explanation for the move will be disclosed to all parties. Athletes who move between teams will have their fees adjusted accordingly.

Philosophy concerning Playing Time:

Is Playing Time Guaranteed?

- ★ Equal Practice Time is what is being paid for in the fees. Playing time of 20% throughout the course of the season is guaranteed for tournament play. Playing time, in no particular order, is determined by ability, attitude, position, performance, attendance and the level of tournament.
- ★ Playing time over the required 20% guarantee is left to the sole discretion of the coach.

RULES AND REGULATIONS

General Policies – For Players

As a volleyball student-athlete, you must meet the rules and requirements established by USA Volleyball, North Texas Volleyball Region, Texas Image Volleyball, Texas University Interscholastic League and the State of Texas. 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 Texas Image Volleyball Program.
2. Exhibiting a commitment to the achievement of athletic excellence
3. Attend all academic classes and maintain "good" to "excellent" student status. Attend all team meetings, team functions, practices, and all competition unless excused by the coach. (See practice & competition policies.)

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.
 - a. Athletes will have all their uniforms and equipment available when needed, replace when lost (at their own expense), and return if required
 - b. All players must wear Texas Image Practice T-Shirts to all practices.
5. All athletes are expected to behave in a responsible manner while representing Texas Image Volleyball Club. Determination of what is a responsible manner lies solely with Texas Image Volleyball Club.
 - a. Represent Texas Image, your Texas Image Team, and the sport of Volleyball with a sense of dignity and responsibility characterized by champions.
 - b. You are expected to treat all individuals at Winning Edge VB Facility, Texas Image Volleyball, other teams, officials and fans with respect and honor. Anything less will not be tolerated.
 - c. Use of profanity is not considered professional and will not be permitted by the team on the court, in the vans, or in a team atmosphere.
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 is competing away from home, she will be sent home on the first available flight or bus at her own expense. In addition, the athlete's high school coach or future college coach will be notified.
7. Texas Image 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 one of the Texas Image Directors to discuss their Texas Image participation until their legal issues are settled.
8. An athlete is suspended if found responsible for damaging property or equipment owned by the Texas Image Volleyball Club 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. Texas Image athletes represent Texas Image Volleyball, USA Volleyball, and the North Texas Region at all times. An athlete's reputation is Texas Image's reputation. The athlete needs to be safe and smart in social decisions not only during Texas Image Volleyball Club experiences, but also during any time when wearing Texas Image apparel. Athletes should wear their Texas Image clothing with pride, realizing that they always are representing Texas Image Volleyball 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.

Training Suggestions:

7 Habits of Highly Effective Nutrition:

Habit 1: Eat every 2-3 hours.

Habit 2: Eat complete, lean protein with each feeding opportunity.

Habit 3: Eat vegetables with each feeding opportunity.

Habit 4: Eat veggies/fruits with any meal. Eat "other carbs" only after exercise.

Habit 5: Eat healthy fats daily.

Habit 6: Don't drink beverages (soda, etc.) with more than 0 calories.

Habit 7: Eat whole foods whenever possible.

Robert L. Brown
Performance Enhancement Specialist

Practice Policy

Players and parents should refer to monthly practice calendars for practice sites, dates, times, and or any schedule changes. 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. Regardless of the reason, if an athlete misses an excessive number of practices, playing time will decrease or the player may be dismissed from the club.

If an athlete cannot attend a practice, the athlete must notify the coach before the start of practice. The player must contact the coach directly. Players who do not directly communicate with their coach about a missed practice, or who miss a practice for an unacceptable reason, are subject to repercussions including, but not limited to, sitting out at least the first match of the team's next competition.

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 practice.

Scheduled practice time is start time.

- ★ Please arrive early enough to be dressed and completely ready for practice by start time. This usually requires arriving not less than 15 minutes before start time. If an athlete is late arriving for practice, she must change into her practice gear, report to her coach and explain why she 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 hardest in every task. We ask that each athlete give us his or 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 team issued Texas Image apparel for each practice, and at all competitions.

Other practice regulations:

- ★ *No food, no drinks and **no chewing gum** are allowed in any practice or tournament 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 or competition facilities.*
- ★ Volleyball shoes are carried into the practice and worn only for practice. This is to assure that the shoes last longer and the courts remain clean.
- ★ Horseplay or ball handling in the lobby or office areas strictly is prohibited.
- ★ Practices are open to anyone interested in observing. However, observers are to stay in designated areas. (Texas Image coaches, college coaches, the media, other appropriate professionals are the exception.)

Travel Policies

It is an honor to travel with a Texas Image traveling 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.

Arrive on time and dressed according to instructions given in the team meeting prior to departure time.

1. Assist with all the necessary arrangements of packing the cars, vans, and loading equipment, etc.
2. Double check that you have the correct uniform(s), warm ups, volleyball shoes, and make sure that you have the appropriate street clothes for traveling to make the correct impression and to be comfortable.
3. Arrange with your school teachers early to make up class work that you may miss because of a volleyball competition.
4. Conduct in vans, airport terminals, and flights will be monitored closely. Use this time to prepare for competition, study, or just rest. Keep in mind that you must learn to study on road trips to be successful academically.
5. Other considerations when our teams travel out of town:
 - a. Athletes must keep their **identification (photo identification) or passport** in their possession at all times.
 - b. Athletes are responsible for safely carrying any spending money.
 - c. Athletes cannot ask coaches or chaperones for spending money.
 - d. Athletes who take daily medications must carry medications with them on board the plane. Do not pack medications in luggage.
 - e. Players must comply with travel rooming lists.
6. Athletes may not leave the hotel area at any time without permission from their coach or chaperone.
7. Athletes must report any illness or injury to the coach and chaperone immediately.
8. Athletes may not leave their room after lights out/lockdown.
9. Athletes must lodge with their team. Parents will not receive permission to have their athlete stay in the parent's hotel or room.

10. Adhere to the instructions given by the coaching staff regarding your traveling diet.
11. Upon arrival at a visiting competition site, be organized, well dressed, groomed, and act like a champion. Be prepared for the "psyche out" games that will be played from the moment you arrive.

Forms

All athletes must have the following documents and forms completed and signed by a parent or guardian before they will be allowed to practice with Texas Image Volleyball:

1. USAV - North Texas Region Membership Form
2. USAV Participant Code of Conduct
3. Emergency Medical Release form
4. Texas Image Player Code of Conduct
5. Texas Image & Player Financial Agreement
6. A copy of the player's birth certificate
7. Player Questionnaire including uniforms sizes
8. Player Bio
9. Texas Image Team Contract
10. Letter of Intent

Transportation policy

All travel tournaments inside the state of Texas – Parents are responsible for transporting the players to and from the hotel and playing site(s).

Officiating Policy

Officiating is the shared responsibility of the entire team. All Texas Image 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.

Up to three players from each team are selected to become certified scorekeepers for their team. These certified scorers will be fulfilling the scorekeeping assignments at tournaments. These athletes are responsible for passing all requirements to become certified scorekeepers.

Chaperone Policy and Responsibilities

Chaperones assist the coaches on traveling to and from tournaments. They pay their own airfare (at the rate that is negotiated for the players). Texas Image Volleyball provides a room for the chaperone.

A chaperone does everything that is reasonable and prudent to insure the safety of all team members. She assumes responsibility for the welfare of the players under her care, custody, and control. The chaperone refrains from using alcoholic beverages while conducting chaperone responsibilities.

Individuals interested in volunteering as a chaperone for travel tournaments should notify one of the club directors or their coach. Every chaperone applicant must complete a USA Volleyball Membership form and a background check.

Chaperone responsibilities included, but are not limited to, the following items:

- ★ Each team that travels to a tournament will have one official chaperone. The chaperone is responsible for the team whenever the team is not playing, officiating or under the supervision of their coach. All other parents or guardians are expected to respect the chaperone and their responsibilities.
- ★ Assures that all players following the safety rules as designated by the bus driver or the airlines whichever fits the mode of transportation to the tournament.
- ★ Ensures that each athlete has a safe trip by assisting team's coach as requested (i.e., supervising team during breaks, patrolling corridors of hotel after lights out and keeping a watchful eye in the airport or on a bus, etc.)
- ★ Places the safety and needs of the team first, in other words, the chaperone is on duty the entire trip.
- ★ The chaperone has a meeting with the players and discusses the following:
 - Room accommodations - player responsibilities and conduct Curfew (lights and lock down)
 - Reviews check-in requirements
 - Reviews team agenda and schedule
 - Review the Texas Image Volleyball Club's no tolerance for alcohol, tobacco and illegal drug use.
 - Reviews the Texas Image Volleyball policy about athletes and how they must be in their rooms by curfew and remain in their rooms the entire night
 - Texas Image has no tolerance for athletes who break this rule and they will be benched for the duration of the tournament.
 - Discusses the schedule for team meals
 - Reviews Texas Image Volleyball Clubs Travel Policy as it is found in the Parent and Player Handbook
 - Reviews phone policy
 - Reviews safety policy

Code of Ethics for Parents

Athletes and parents are ambassadors for one of the finest volleyball programs offered in the North Texas Region and one of the premier programs in the nation. Your demeanor and support reflects Texas Image Volleyball standing.

- ★ Texas Image does not tolerate hostile, aggressive confrontations between parents, officials, coaches, and/or athletes. This also includes confrontations between two constituents of the Texas Image Volleyball Club.
Violation of this policy may result in the athlete's dismissal from Texas Image Volleyball.
- ★ Athletes and parents agree to use the Texas Image Volleyball Communication Process to express concerns and identify issues. This communication process helps maintain individual confidentiality and team unity. Repeated and continued violation of this confidentiality may result in the dismissal of the athlete from the Texas Image Volleyball.
- ★ Athletes and parents agree to direct other athletes and parents with issues and concerns to the Texas Image Volleyball Communication Process. Advise members that confidentiality and team unity is diminished when the process is not properly used.

Parent Code of Behavior from USA Volleyball

As a parent, I will aspire to:

- ★ Be positive in attitude toward volleyball and emphasize the cooperative nature of the sport;
- ★ Encourage hard work and honest effort that will lead to improved performance and participation;
- ★ Encourage athletes to participate in volleyball alcohol and drug free;
- ★ Encourage and respect referees and officials and their integrity;
- ★ Encourage athletes to participate for their own enjoyment;
- ★ Applaud fair play and good play during games and/or matches;
- ★ Be supportive of all attempts to remove verbal and physical abuse from organized volleyball activities, including foul language;
- ★ Meet the required administrative and program rules if in some cases the athletes are not able to do so;
- ★ Protect athletes from sanctions and/or suspension by producing accurate documentation;
- ★ Attend age-group (5-18) volleyball events alcohol- and drug free;
- ★ Use only designated smoking areas that are clearly posted at age group (5-18) volleyball event

Texas Image Volleyball Communication Process

It is the goal of Texas Image Volleyball that the majority of concerns, problems, questions or issues can be discussed between the coaching staff and the players. This should be the case especially with older (15's and above) players with all issues except financial. It is also important that the athletes' parents are receiving good information through their daughters and because of this it is imperative that parents feel that they can opening communicate with their daughter's coach.

The Process:

Step 1

Player approaches the coach

1. **Do not approach the coach during competition or at the competition site.**
2. The player approaches the coach and asks a time to discuss an issue with the coach. The coach has 48 hours to respond to the player's request.
3. During the communication session, the player uses appropriate language and tone of voice to state her issue. Typically, the player will ask the coach to address basic behaviors, skills, conditioning activities or issues that she needs to improve or change.
4. The coach advises the player on these issues, skills, or behaviors and instructs the player that they will review these issues in two weeks from the date of the discussion.
5. The player reminds the coach that they need to review the issues brought out in the last meeting.
6. The player and coach meet and discuss the player's progress during the last two weeks.
7. The coach and the player decide if the issue has been resolved or if more work needs to be done or if the player's parents and one of the Texas Image Directors need to attend at the next meeting.
8. If the player or parent is not satisfied with this meeting with the coach **then a mandatory 24-hour cooling – down period is required** and enforced before this issue can be written up as a grievance and reported to the club directors.

Step 2

Parent and player approaches the coach

If as a parent you feel like you need to communicate to the coach follow these procedures:

1. **Do not approach the coach during tournaments or at the tournament site.**
2. Call or e-mail the coach and request a time for a phone conference or meeting. The coach will respond in 24 hours.
3. During the communication session, the parent and player use appropriate language and tone of voice to state their issue.
4. The coach, parent and player discuss issues and then a date is set to review these issues in two weeks.
5. The player reminds the coach that they need to review the issues brought out in the last meeting.
6. The parent, player and coach meet and discuss the issues from the meeting two weeks ago.
7. The coach, parent and the player decide if the issue has been resolved or if more work needs to be done. If these issues cannot be resolved then the formal **Grievance Policy & Procedure** will be followed.

Step 3

Texas Image Grievance Policy & Procedure

Player and parents communicates to coach and to the directors of Texas Image.

A 24-hour cooling-down period is required and enforced before any grievance is reported.

1. No sooner than 24 hours, but no longer than 48 hours after the matter in question, a letter is to be submitted via email to the coach in question, and copied to the directors of Texas Image.
2. The coach has 48 hours to respond to the parent's communication and set up a meeting with one of the directors of Texas Image.
3. Both the parent and coach attend the meeting with one of the directors of Texas Image. The parent, coach, and director decide on a plan of action. A time is set for a follow up meeting.
4. A follow up meeting is held to see if action plans were completed and if any further actions are needed.

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 one of the directors. Parents should follow the communication process outlined in the **player and parents communicate to coach and to the directors of Texas Image.**

Sexual Harassment Policy

Federal Law and Texas State Law prohibit sexual harassment in the workplace. Texas Image 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 a 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 of, 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.

Club Fees & Payment Policy

Texas Image accepts checks, money orders, credit cards or cash payments submitted with monthly billing statement.

1. Texas Image is not responsible for payments made in any other way.
2. Failure to pay club fees could, at the sole discretion of Texas Image Volleyball, effect player's eligibility to participate in practices or tournaments.
3. **Coaches cannot accept payments.**
4. Make checks payable to **Texas Image Volleyball, with the player's name and team name written in the memo line of the check.** Failure to identify the player and team may result in a late payment.
5. **Any questions regarding your account should be directed to Julie Cagle at 972-606-4662 or julie@texasimagevolleyball.com**

Submit mailed payments to:

Texas Image Volleyball
Attn: Julie Cagle
2221 109th Street
Grand Prairie, Texas 75050

Submit cash payments to:

Only give cash payments to one of the **CLUB DIRECTORS or Julie Cagle!!!** You will be given a receipt for your cash payment.

Make credit card payments by (3 ways):

Coming in and giving us your credit card information (to keep on file) for monthly payments:

Texas Image Volleyball
2221 109th Street
Grand Prairie, Texas 75050

Or call Julie Cagle and give her the information over the phone.

Or make online credit card payments by visiting your team page at:

www.texasimagevolleyball.com