

Oxford Hype Volleyball Club

Handbook





OXFORD HYPE VOLLEYBALL CLUB HANDBOOK

2025-2026 SEASON

This handbook is available to all coaches, managers, parents, athletes, and interested parties to give a better understanding to how the **Oxford Hype Volleyball Club (OHVC)** operates. The contents are structured chronologically to emphasize the processes and tasks that must, or should, be done prior to, during, and after the playing season, followed by some additional important information. Coaches, managers, parents, volunteers and athletes act as representatives of the Club are expected to be familiar with, and adhere to, policies as stated in this handbook. Questions concerning policy can be referred to the Board of Directors.

All coaches and Board of Directors members are dedicated volunteers who collaborate to support the growth of volleyball and the well-being of youth in Oxford. These are nurturing roles expected to be carried out within the Codes of Conduct for Athletes, Coaches, Volunteers and Parents.

On behalf of the Board of Directors, thank you for volunteering and committing your time to a successful season.

The Oxford Hype Volleyball Club is committed to providing a positive and supportive environment where young athletes can develop their skills, confidence, and passion for the sport of volleyball. This handbook outlines key expectations and guidelines for parents to ensure a successful experience for all involved.



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1.0 Club History

Volleyball has long been a passion for the founders of OHVC. With over 15 years of experience in recreational leagues and more than a decade of coaching in schools, our club directors bring a deep understanding of the game and a commitment to player development.

Our leadership team is composed of high school coaches, former club players, and dedicated parents who have witnessed firsthand the power of volleyball in shaping young athletes. Through their collective experience, they have seen the impact that a strong, competitive, and supportive volleyball program can have on a player's growth—both on and off the court.

Recognizing a need for an elite yet inclusive volleyball club in our community, these nine directors came together to form Oxford Hype Inc. which formed the **Oxford Hype Volleyball Club**. Their goal was simple but powerful: **To create a club where players could enhance their skills, build confidence, and compete at the highest levels while being supported in a family-like atmosphere.**

By drawing on their years of experience, mentorship, and love for the game, OHVC has become a place where young athletes can push their limits, embrace challenges, and develop into future leaders. And with a commitment to giving back, our hope is that today's players will one day return to inspire the next generation.

2.0 Club Mission, Vision & Values

2.1 Mission

Our mission at OHVC is to foster a passion for volleyball through teamwork, skill development, and sportsmanship. We strive to create a positive and inclusive environment where players of all levels can grow, challenge themselves, and build lifelong friendships. By promising dedication, respect, and a love for the game, we aim to empower athletes to achieve their fullest potential both on and off the court.

2.2 Vision

Our vision is to inspire generations of players to push their limits, chase their dreams, and one day, return to uplift the next wave of athletes.

2.3 Values

Teamwork – Fostering collaboration together on & off the court.

Respect- Promoting sportsmanship, respect for teammates, opponents, and officials.



Commitment- Encouraging dedication, discipline, and consistent effort.

Excellence -Striving for continuous improvement and competitive success.

Integrity – Upholding honesty, fairness, and ethical behaviour.

Growth – Supporting personal and athletic development through challenges.

Community – Building a supportive environment for players, families, and staff.

3.0 The Role as Parents

Parents play an essential role in the success and enjoyment of their child's volleyball experience. As a vital part of the volleyball community, parents help create a positive and supportive environment for their child, their teammates, and the entire club. Below are the key responsibilities and actions that parents can take to ensure that their child's experience is enriching and that the club operates smoothly.

3.1 Supporting Your Child's Development

Encouragement and Motivation:

- Encourage your child to be consistent in their training and to focus on personal and team goals. Positive reinforcement can help build their self-confidence and resilience.
- Help them stay motivated by celebrating both small and big accomplishments and remind them of the importance of hard work and dedication.

Promote Balance:

- Encourage your child to maintain a healthy balance between their athletic commitments, academics, and personal life. Time management skills are crucial as they grow in their athletic journey.
- Ensure they are eating healthy meals, getting enough rest, and taking care of their mental well-being.

Respecting the Process:

- Understand that player development takes time. Your child's growth will be a mix of successes, challenges, and learning opportunities. Stay patient and provide a consistent source of encouragement during setbacks.
- Let the coaches focus on training and player development. Trust the process and the expertise of the coaching staff.

3.2 Creating a Positive Team Culture

Foster Team Spirit:

- Support a culture of teamwork and respect. Encourage your child to be a team player, helping foster positive relationships with teammates. The success of the team depends on collaboration and trust, and you can play an important role in reinforcing these values.
- Ensure your child is included and treats teammates with respect, both in and out of practice.

Model Sportsmanship:

- Demonstrate good sportsmanship by congratulating all players, not just your own child. Show respect for opponents, coaches, referees, and officials. Your behavior will set the tone for your child and others at the club.
- Teach your child the importance of handling wins and losses gracefully. Encourage them to focus on their own performance and improvement rather than comparing themselves to others.
- Avoid discussing sensitive issues or making critical comments in front of other players or during a game. Create a supportive and constructive dialogue that benefits your child's development.

3.3 Being a Supportive Presence

Attend Practices and Games:

- Whenever possible, attend your child's practices and games to show support. Your presence helps build their confidence and reinforces that you value their commitment to the team.
- Be mindful of the coach's role during games and practices. Cheer positively but avoid directing your child's play or offering unsolicited advice during the game. Allow the coaches to manage gameplay and development.

Respect the Game Environment:

- Show respect for the venue and the rules of the game. Be mindful of your behavior during games, ensuring it aligns with the club's expectations for positive parent conduct.
- Make sure to be quiet and respectful during timeouts, after the whistle, and during critical moments of the game. Support from the sidelines should be enthusiastic but not disruptive.

**Be a Positive Influence:**

- Maintain a positive attitude and avoid criticism. Parents who are positive, encouraging, and patient create an environment where athletes thrive.
- Ensure your child understands that volleyball is meant to be fun. Help them focus on the joy of playing and the relationships they build, rather than just on winning or competition.

3.4 Parent Participation in Club Activities**Volunteer for Club Functions:**

- Volunteer for club events and tournaments. The success of the club depends on parents working together to create a supportive and organized environment.
- Help with administrative tasks, event organization, or logistics during competitions. Whether it's organizing transportation, managing snack schedules, or helping at fundraising events, your involvement helps reduce the workload on the coaching and administrative staff.

Assist with Fundraising Efforts:

- Participate in fundraising activities to help reduce the financial burden of club operations. Fundraising activities can range from raffles, to organizing tournaments or events. Your contributions can help the club provide the best opportunities and resources for all players.
- Encourage your child to participate in fundraising activities to teach them about teamwork and the importance of giving back to the club.

Be Supportive of Club Policies and Initiatives:

- Respect and support the policies and initiatives of the club, including decisions related to team selection, playing time, and player development programs. These policies are designed to ensure the success of both the individual players and the team.
- Stay informed about club communications and make sure you're up to date with schedules, deadlines, and expectations. Being an engaged and informed parent helps maintain smooth operations for the entire club.

3.5 Managing Expectations**Setting Realistic Expectations for Your Child:**

- Set realistic goals for your child that align with their skill level and commitment. While it's important to support your child's ambitions, avoid pressuring them into unrealistic expectations or comparisons with other players.



- Let your child take ownership of their progress. Celebrate personal growth, regardless of the outcome of the games, and focus on their development as an athlete and person.

Support the Coach's Role:

- Understand that the coach's role is to help all players improve, regardless of their skill level. Coaches will make decisions based on what's best for the team's success and individual growth.
- Trust the coaching staff to make decisions regarding playing time, training methods, and team strategy. If you have questions or concerns, address them respectfully and privately after practices or games.

Supporting Emotional Well-being:

- Volleyball can sometimes be frustrating for players, especially during tough losses, personal setbacks, or challenges on the court. Be there to listen and provide encouragement when things don't go well.
- Teach your child how to handle stress and disappointment. Help them understand that setbacks are part of the learning process and that it's okay to experience challenges.

By being a supportive, patient, and engaged parent, you will contribute significantly to the positive development of your child and the success of the entire volleyball team. Your involvement not only enhances your child's experience but also strengthens the volleyball community.

4.0 Club Expectations

At OHVC, we are committed to fostering an environment where athletes can develop their skills, work as a team, and experience the positive values of sportsmanship and respect. To ensure the best experience for all involved, we have a set of expectations that apply to players, coaches, volunteers and parents. Adhering to these expectations helps build a strong, respectful, and successful volleyball community.

4.1 Player Expectations

Commitment and Attendance:

- **Regular Attendance:** Players are expected to attend all scheduled practices, games, and tournaments. Consistent attendance is crucial for individual development and team cohesion. If a player is unable to attend, they should notify the coach as early as possible.
- **Punctuality:** Arriving on time for practices and games is essential. Players should be ready to start practice at the scheduled time, including being dressed in proper attire and having all necessary equipment (e.g., shoes, knee pads, water bottle).



- **Seasonal Commitment:** Players should commit to the entire season, including participation in all required competitions and team events, barring any serious illness or emergency.

Effort and Focus:

- **Work Ethic:** Players are expected to bring their best effort to each practice and game. This includes being fully engaged, staying focused on their personal development, and always trying to improve.
- **Willingness to Learn:** Players should be open to feedback and willing to learn from mistakes. Growth happens through practice, effort, and adaptability.
- **Team Effort:** Volleyball is a team sport, and individual success is tied to the success of the entire team. Players should work on their individual skills while always prioritizing the needs of the team.

Respect and Sportsmanship:

- **Respect for Coaches and Officials:** Players must show respect for their coaches, referees, and other officials at all times, even during times of disagreement. Coaches and referees are there to help players improve and to ensure the game is played fairly.
- **Respect for Teammates:** Players should create a supportive environment where teammates encourage one another, communicate openly, and show appreciation for each other's efforts and skills.
- **Respect for Opponents:** Win or lose, players should treat opponents with fairness and dignity, demonstrating good sportsmanship at all times.

Attitude and Behaviour:

- **Positive Attitude:** Players should maintain a positive attitude both on and off the court. A positive mindset helps players to push through challenges and contribute to a supportive team environment.
- **Professional Conduct:** Players should act professionally, especially when representing the club in tournaments or league events. This includes refraining from negative language or disruptive behavior.

Health and Safety:

- **Physical and Mental Health:** Players should prioritize their health, including taking care of injuries, maintaining good nutrition, staying hydrated, and getting enough rest. Players should also inform coaches of any injuries or health concerns.
- **Safety Protocols:** Players are expected to follow safety guidelines, including wearing appropriate equipment (e.g., knee pads, proper footwear) and respecting all gym safety rules.

4.2 Coach Expectations

Skill Development and Coaching Philosophy:

- **Focus on Development:** Coaches are expected to create a learning environment that helps each player develop their technical, tactical, and physical skills. This includes designing practices that are challenging, educational, and engaging.
- **Adaptability:** Coaches should tailor their coaching approach to meet the needs of the individual players while ensuring the success of the team.
- **Positive Reinforcement:** Coaches should recognize individual progress and provide positive feedback, ensuring players feel valued and motivated to continue developing.

Communication:

- **Clear Expectations:** Coaches should clearly communicate expectations to players and parents regarding practices, games, and team conduct. This includes setting goals for individual and team development.
- **Open Communication with Parents and Players:** Coaches should maintain open lines of communication with parents and players. If issues arise, coaches should address them in a timely, respectful, and transparent manner.
- **Feedback:** Coaches should provide constructive feedback to players in a positive, solution-oriented way, helping them improve without diminishing their confidence.

Leadership and Professionalism:

- **Role Model:** Coaches must model appropriate behavior, including showing respect, professionalism, and a strong work ethic. They are role models for the athletes, and their actions set the tone for the team.
- **Consistency:** Coaches should maintain consistent standards of behavior, discipline, and expectations. They should be firm but fair in their decision-making, ensuring all players are treated equally and respectfully.
- **Safety and Well-Being:** Coaches should ensure the safety and well-being of all players during practices and competitions. This includes adhering to safety protocols and making sure that players are physically and mentally fit to participate in activities.

4.3 Parent Expectations

Support for Players:

- **Encouragement and Positive Reinforcement:** Parents should be positive, encouraging, and supportive, regardless of the outcome of games. This includes cheering for the team as a whole and showing respect for individual and team achievements.



- **Respect for Players' Development:** Parents should allow their children to take ownership of their own athletic journey, supporting their goals without over-pressuring them.
- **Emotional Support:** Players need emotional support from their parents, especially after challenging games or losses. Parents should offer encouragement and help players process their experiences.

Respect for Coaches and Staff:

- **Trust in the Coaches:** Parents should trust that coaches are making decisions based on what is best for the team and the development of the players. If there are concerns, parents should address them in a respectful, private manner.
- **Avoid Sideline Coaching:** Parents should refrain from giving instructions or coaching players during games or practices. This can be confusing for the athletes and disrupt the coach's strategy. Let the coaches guide the team.
- **Respect for Referees and Officials:** Parents should set an example for good sportsmanship by respecting referees and officials, even during difficult calls.

Involvement in Club Activities:

- **Volunteering:** Parents are expected to be active participants in the club's activities, including volunteering for tournaments, fundraising, or assisting with team-related events.
- **Timely Payments:** Parents should make sure that all fees (e.g., registration, uniforms, travel expenses) are paid on time to avoid any disruptions in the player's participation.
- **Respect for Club Policies:** Parents should familiarize themselves with the club's policies and ensure that they are followed. This includes respecting the club's code of conduct, attendance policies, and communication guidelines.

Create a Positive Environment:

- **Good Sportsmanship:** Parents should model good sportsmanship both in-person and on social media. Negative behavior, criticism of players, coaches, or officials, or unsportsmanlike conduct can undermine the positive environment we aim to create.
- **Encouraging Team Cohesion:** Parents should foster an inclusive, positive team culture, encouraging their children to support one another and build friendships both on and off the court.

4.4 Expectations for All Club Members (Players, Coaches, Volunteers & Parents)

Commitment to the Team's Success:

- Every member of the club, from players to coaches and parents, should share the common goal of the team's success. Working together, respecting one another, and

staying focused on the team's objectives are essential for a thriving volleyball program.

Adherence to Club Values and Code of Conduct:

- All members are expected to adhere to the club's core values of integrity, respect, teamwork, and excellence. The club's code of conduct will be communicated at the beginning of each season, and it's essential for players, coaches, and parents to model these values in every interaction.

By adhering to these expectations, we ensure that every player, coach, and parent has the best possible experience at OHVC. Together, we can create an environment where athletes thrive, teams succeed, and everyone involved enjoys the process of growth, competition, and community.

5.0 Tournament Guidelines

While players remain primarily the responsibility of their parents, the OHVC and its coaches have established the following rules that all players must adhere to during tournaments:

- **Hotel Supervision:** Players are not allowed to be anywhere by themselves at any time while at the hotel. A minimum of one other person must be with them at all times.
- **Team Interaction:** Players are expected to spend time with their teammates and avoid isolating themselves from the group.
- **Room Privacy:** Players should never disclose their room number to others or allow anyone into their room without parental permission.
- **Hotel Boundaries:** Players are not permitted to leave the hotel premises at any time unless accompanied by a parent or legal guardian for that weekend.
- **Emergency Notification:** Players must notify their coach and parents immediately in the event of any emergency or concerning incident.
- **Professional Behaviour:** Players are expected to maintain professional behaviour at all times. This includes maintaining appropriate noise levels, keeping the hotel room clean, not damaging property, being mindful of TV programs/movies/shows, and regulating the use of phones, computers, tablets, or any form of media and apps.
- **Rest and Recovery:** Players should be in bed at a reasonable time to ensure they are well-rested for the next day's competition.
- **Ref Assignments:** When your team is assigned to referee, players must be familiar with their assigned roles for each set before the match begins. All players must remain courtside while the team is performing its work duties. Be attentive and focused as we expect the same level of commitment from others when it's our turn to compete.



- **Tournament Facility:** Players are not allowed to leave the tournament facility during competition. Teams should remain together throughout the day, with the exception of bathroom breaks.
- **Uniform Requirements:** Players must bring two jerseys to every tournament day.
- **Apparel Requirements:** Players must wear **Oxford Hype Volleyball Club** apparel at all tournaments. The team may select a specific warm-up (hoodie, t-shirt, etc.), but any **Oxford Hype Volleyball Club** apparel is acceptable.

5.1 Playing Time & Performance Expectations

- In volleyball tournaments, there are two types of matches: **fair play** and **playoffs/brackets**. All players will receive some playing time during pool play, as determined by the coach. However, during playoffs and brackets, the coach will select the lineup that provides the team with the best opportunity to win. As a result, some athletes may not play during bracket play.
- During a tournament, coaches are continually adjusting and evaluating line-ups. This means some players may receive more court time than others. Players are expected to understand and accept their role, as defined by the coach, and prioritize the team's collective performance over individual playtime.
- Under no circumstances should a parent or player approach a coach during competition or at a tournament site to discuss playing time. If a player has concerns or questions about their role on the team, they should request a meeting with the Board of Directors to discuss the matter.
- Parents must wait 24 hours before addressing any playing time concerns (so they don't do it at a tournament/game) and must ask for a meeting outside of practice time, to discuss the concerns. If unable to come to a resolution, either the coach or parent can escalate their concerns to the Board of Directors – refer Section 7.0 Communication which includes the Grievance Procedure.

6.0 Balancing Club & School Sports

Athletes who participate in school sports or other activities and wish to play club volleyball may find it challenging to balance both. It requires organization and commitment, but it is achievable. Coaches expect players to be honest and open about any school sport/activity conflicts so that the coaches can plan accordingly. A coach may be able to accommodate missing one or two athletes during the winter or spring sports season for certain tournaments and practices, but coaches need to be informed of these conflicts at tryout time to make the necessary adjustments.

7.0 Communication

Clear and open communication is essential to the smooth operation of OHVC. Whether it's sharing team updates, addressing concerns, or providing feedback, maintaining a



transparent and respectful communication process ensures that all stakeholders—players, coaches, parents, and administrators—are aligned and well-informed.

7.1 Grievance Procedure:

Competitive athletics, by its very nature, creates situations where not everyone may be happy all of the time. Knowing how to communicate, when to communicate, and who to communicate with is a concern for almost every parent at some point in the season. Any issues with fees should begin by email sent directly to the President and Treasurer of the Club. Coaches are not to deal with any financial issues.

At OHVC, we encourage athletes to take responsibility for their participation. For this reason, we expect the player to talk to the coach first. They should ask if there is something they need to work on to increase their opportunities for playing time. Usually, a player knows why they may not be playing as much as a teammate when a parent may not. Parents can best help their athlete by assisting in setting goals to achieve more playing time opportunities.

WE DO NOT GUARANTEE EQUAL PLAYING TIME ON ANY TEAM OR AT ANY EVENT.

OHVC has the philosophy that you are paying for instruction time during practice. Playing time is decided at the discretion of the coach, based on attendance at practice, attitude, effort, performance, the overall team's needs at that time. **We do not guarantee playing time at any event.**

Steps for grievances:

- The athlete speaks first with the coach. If the matter remains unresolved, or if the athlete has concerns that speaking with the coach will not resolve the matter.
- The parent should meet with the coach. Parents are to call or email the coach to set up a meeting. Parents are not to corner a coach at a tournament or practice. Coaches, who are approached at practices or tournaments, have been instructed to refuse to discuss any issues, refer the parent to a club Director, and remove themselves from the situation by walking away. If meeting with the coach in private does not resolve the matter, or if the parent has reason to believe meeting with the coach will not resolve the matter.
- The parent may request a meeting with a Director and coach. Any grievances brought to a Director should be done so via email. In certain situations, OHVC reserves the right to ask all parties to attend the meeting. *Directors will not discuss coaching decisions at any time.*

Other Policies Regarding Grievances:

- OHVC will not tolerate any hostile, aggressive confrontations between a parent and any official, coach, athlete, or any other parent, whether the coach, athlete, or other



parent is a member of OHVC or not. Violations of this policy will result in dismissal from OHVC without a refund.

- It is inappropriate for an athlete or parent to approach another member of OHVC about a problem the athlete or parent is having with an OHVC coach. Asking third parties to take sides is unfair and a bad example for the team.
- If a parent or player is approached to listen to any issues between two other members of the club, it is strongly encouraged they respectfully remove themselves from the conversation and refer the parties involved to a club Director.
- Any member who, as a third party, hears remarks or stories about OHVC, its employees, or its policies that cause concern is advised to contact the Board of Directors immediately to determine the facts or alert the club administration of any situations it may be unaware of.
- Please refrain from making negative comments around your child and the other athletes.
- Repetitive complaining to the athletes, parents, or other third parties that interferes with the club's efforts to pursue its stated mission may result in the club administration asking for the member to resign.

7.2 Communication Between Coaches and Players

Expectations for Communication:

- **Practice and Game Schedules:** Coaches are responsible for informing players about practice schedules, game dates, tournaments, and any changes to these schedules. Players should try to attend all scheduled activities and communicate any absences in advance.
- **Feedback and Development:** Coaches will regularly provide individual and group feedback to players. This feedback is designed to improve skills, correct mistakes, and reinforce good behavior and techniques. Players should be open to receiving feedback and using it for growth.
- **Communication During Practices and Games:** Coaches are available to address any questions or concerns players may have during practices. However, players should respect the focus of the practice session and raise any important issues in a timely and respectful manner—preferably after the session.

Confidentiality and Respect:

- If a player needs to discuss personal issues, concerns, or something related to their development, the coach should ensure a safe, private space for these conversations. Coaches should also respect the confidentiality of personal matters shared by players, especially when it comes to health, well-being, or family-related issues.

Handling Conflicts:



- If a player experiences conflict with a teammate or has concerns about coaching methods or decisions, they are encouraged to communicate respectfully with the coach. It's important to approach conflicts with maturity, seeking solutions rather than escalating issues. Coaches are there to help players grow and resolve interpersonal issues within the team.

7.3 Communication Between Coaches and Parents

Initial and Ongoing Communication:

- **Pre-Season Meeting:** At the start of each season, coaches should host a meeting or send out communication outlining the team's goals, expectations, schedules, and any other key information for the upcoming season. This is a great opportunity to introduce the coaching staff and give parents a chance to ask questions.
- **Ongoing Updates:** Coaches will provide periodic updates on the team's progress, including game results, tournament performances, and player development. Parents should be informed of any schedule changes or important events with enough time to decide.

Approaching the Coach:

- **Respectful and Timely Communication:** If a parent has a concern or question regarding their child's development, attendance, or any aspect of the team, it is important that they communicate respectfully and promptly with the coach. It is advisable to schedule a meeting or time to talk before or after practice, rather than during the session, when coaches are focused on the team.
- **No Sideline Coaching:** Parents should refrain from offering instructions to their child or coaching from the sidelines during games and practices. This can lead to confusion for players and disrupt the coach's plans. Instead, parents should support the coach's efforts and trust their expertise.

Handling Concerns and Disagreements:

- If parents have concerns regarding a player's playing time, behavior, or development, they are encouraged to follow the **Grievance Procedure**. It is important that discussions remain solution-focused and respectful, fostering open communication while maintaining a positive and supportive atmosphere for the team. Parents should avoid engaging in conversations that could disrupt the team's dynamic or undermine the coaches' authority. Parents should refrain from addressing issues during or immediately after a game. Coaches need time to reflect on the game and should be allowed to evaluate situations before responding to concerns.

7.4 Communication Between Parents and Players

Supportive Communication:



- Parents should foster an environment where open communication between them and their child is encouraged. Players should feel comfortable expressing their thoughts, concerns, and achievements to their parents.
- It's important to keep a balance between offering advice and allowing players to take ownership of their volleyball journey. Encouraging independence and self-confidence in their abilities is key for their long-term development.

Encouraging Positive Attitudes:

- Parents should model a positive, supportive attitude toward their child's involvement in the sport. Instead of focusing solely on wins or losses, emphasize effort, improvement, and the value of being part of a team. This helps maintain motivation and reduces unnecessary stress.

Handling Difficult Conversations:

- If a player is struggling, whether with skills or mental/emotional challenges, parents should approach these conversations with sensitivity and encouragement. Avoid criticism or pressure; instead, listen and ask questions to understand what the player is experiencing. Offer support and help them communicate any difficulties to their coach.

Clarifying Expectations and Roles:

- It's helpful to regularly check in with your child to ensure they feel supported, informed, and comfortable with their role on the team. Clarify any team-related expectations or challenges, ensuring they understand the balance between school, volleyball, and personal life.

7.5 Communication Between Parents and Club Administration

Timely and Transparent Communication:

- The club administration should provide parents with important updates, including information about registration, events, tournaments, and changes to policies or procedures. Parents should expect to receive this information with enough lead time to make necessary arrangements.
- Parents should be aware of deadlines for things like payment, team registrations, and travel plans. Clear communication about financial obligations and deadlines is essential to avoid confusion.

Club Policies and Procedures:

- Parents are expected to familiarize themselves with the club's policies, including those related to fees, attendance, behavior, and safety. Club administration should ensure that this information is clearly communicated at the beginning of the season and is easily accessible throughout the year.



- In case of emergencies or unforeseen issues, parents should know the proper communication channels. Whether it's a medical issue or a last-minute change in schedules, parents should know who to contact and how to quickly relay information.

Parent Involvement and Feedback:

- Parents can contribute to the success of the club by participating in club meetings, providing feedback, and volunteering for club activities. Administration should create opportunities for parent involvement and feedback, ensuring parents feel heard and valued.
- Regular surveys or feedback mechanisms can be used to gather parent input about various aspects of the club, such as coaching, communication, events, and overall experience. This helps the club administration improve and respond to the needs of families.

7.6 Communication Tools and Platforms

Email

- Email will be used as the primary form of communication between the club, coaches, and parents. Important updates, event reminders, and newsletters will be sent regularly. It is vital that parents and players check their email frequently to stay up to date on important information.

Team Communication Platforms:

- The club may use digital platforms (e.g., TeamSnap, GroupMe, WhatsApp) for specific team-related communication, including practice schedules, game times, and group discussions. Parents and players should ensure they have access to these platforms and check for updates regularly.
- In case of cancellations or changes, these platforms provide immediate, real-time communication for all involved.

Social Media:

- The club may also use social media platforms (e.g., Facebook, Instagram) to share highlights, events, and updates. Parents are encouraged to follow the club's social media pages for general information and community-building.
- Social media should be used in a positive, supportive way. Parents should refrain from using social media to air grievances or post negative comments about the team, coaches, or players.



7.7 Guidelines for Effective Communication

Respectful Tone:

All communication should be conducted with respect and professionalism. Whether communicating via email, phone, or in-person, a courteous tone will ensure a positive exchange of information and prevent misunderstandings.

Timeliness:

Respond to emails, messages, and requests in a timely manner. If there are urgent matters, communicate them as soon as possible. Timely responses help everyone stay organized and informed.

Clear and Concise Information:

When communicating, be clear and concise. Avoid ambiguity, and ensure all relevant details are included. This helps prevent confusion and unnecessary back-and-forth.

Active Listening:

Whether talking to coaches, parents, or players, always practice active listening. This shows respect for the other person's perspective and helps resolve any misunderstandings quickly and amicably.

7.8 Conclusion

Effective **communication** is the foundation of a successful and supportive volleyball club experience. By establishing clear, respectful, and consistent communication among all involved—players, coaches, parents, and administration Oxford Hype ensures a positive environment that promotes development, teamwork, and community. All members must work together to maintain an open and productive dialogue, which enhances not only individual performance but also team cohesion and overall success.

This expanded communication section provides a thorough breakdown of how communication should flow between players, coaches, parents, and club administrators, offering practical guidelines to ensure clarity, respect, and transparency throughout the season.

8.0 Health, Safety & Insurance

At OHVC the health, safety, and well-being of our athletes, coaches, volunteers, and families are of utmost importance. We are committed to creating a safe environment where athletes can develop their skills, compete, and grow in a healthy and secure



setting. This section outlines the key health and safety protocols we follow, as well as the insurance coverage provided to protect all club participants.

8.1 Injury Prevention

Injury prevention is a critical part of our health and safety efforts. We take a proactive approach to minimize injuries and ensure athletes are physically prepared for the demands of the sport.

- **Warm-Ups and Cool-Downs:** All practices will include proper warm-ups and cool-downs to prevent muscle strains and other injuries.
- **Conditioning and Training:** Coaches will incorporate strength and flexibility exercises that improve agility, endurance, and coordination, reducing the risk of injuries.
- **Sport-Specific Training:** Players will receive training specific to volleyball that focuses on improving technique and reducing the risk of common volleyball-related injuries such as sprained ankles, shoulder strains, and knee injuries.
- **Supervision:** Coaches will actively supervise athletes during practice sessions to ensure that all drills are performed correctly and safely.

8.2 Emergency Procedures and First Aid

In the event of an injury, the following emergency protocols will be followed:

- **First-Aid Kits:** All practices and games will have access to fully stocked first-aid kits, which include items such as bandages, ice packs, and other basic medical supplies.
- **Certified First-Aiders:** Coaches and staff are trained in basic first-aid procedures and are equipped to handle minor injuries. In the case of more serious injuries, trained medical personnel will be contacted immediately.
- **Emergency Contact Information:** All players must provide emergency contact information upon registration, ensuring that we can quickly reach a parent or guardian in case of an emergency.
- **Injury Reporting:** Any injury sustained during a club activity must be reported to the coach and/or club administrator, who will document the injury and follow up with appropriate steps, including seeking medical attention if necessary.

8.3 Mental Health Support

The mental well-being of our athletes is just as important as their physical health. We are committed to creating a supportive environment for players to address mental health concerns, such as anxiety, stress, or performance pressure.

- **Mental Health Resources:** We will provide resources and support to players who may be struggling with mental health issues. This may include providing information

on counselors, sports psychologists, and other mental health professionals who specialize in working with athletes.

- **Coach Training:** Coaches will receive training to recognize signs of mental health distress in athletes, and they will be encouraged to communicate openly with players about mental health challenges.
- **Creating a Supportive Environment:** We aim to create a positive and inclusive environment where players feel comfortable expressing any mental health concerns they may have.

9.0 Insurance Coverage

As a member of the Ontario Volleyball Association (OVA), Oxford Hype provides comprehensive insurance coverage for its players, coaches, officials, and volunteers. This coverage ensures that all individuals involved in the club are protected during official activities.

9.1 Types of Insurance Coverage Provided

- **Liability Insurance:** The OVA provides liability insurance that covers the club, its members, coaches, and volunteers for any claims of injury or property damage that may arise during club activities. This insurance is crucial for protecting the club and its members in case of legal issues or accidents during sanctioned events.
- **Accident Insurance:** Players, coaches, and officials are covered by accident insurance during sanctioned practices, games, tournaments, and other club-related events. This insurance provides financial protection for medical expenses related to injuries sustained during official club activities.
- **General Accident Coverage for Participants:** This coverage applies to players who are injured while participating in club activities, such as practices, games, and tournaments. The coverage typically includes:
 - Medical costs for injuries sustained during club activities.
 - Reimbursement for treatments such as physiotherapy or chiropractic care.
 - In some cases, it may cover rehabilitation costs or extended care.

9.2 Important Considerations for Insurance Coverage

- **Limitations and Exclusions:** While the insurance covers a wide range of scenarios, it's important to understand any limitations or exclusions within the policy. Players and parents should be familiar with what is covered and how to access claims.
- **Secondary Insurance:** In cases where players or volunteers have additional personal or family health insurance, the OVA coverage acts as secondary insurance, meaning it will cover costs not paid by the primary insurer.
- **Claims Process:** In the event of an injury, it is important for players or their guardians to report the injury to the club immediately. The club will help guide the

claims process, ensuring that all necessary paperwork is completed and submitted to the insurer. Coaches and staff will assist with injury documentation, and the affected individual will need to follow the claims protocol set out by the OVA and the insurance provider.

9.3 Player and Parent Responsibilities Regarding Insurance

- **Insurance Registration:** All players must register with the OVA and ensure their membership is up to date. This is typically done through the club's registration process at the start of the season.
- **Understanding Coverage Limits:** Parents and players should read through the details of the insurance coverage to understand what is included and what is not. If a player is involved in an accident or injury, it is essential to keep a record of medical visits, and any treatment received.
- **Emergency Medical Forms:** Players must submit up-to-date emergency medical forms to the club, listing any existing medical conditions, allergies, or previous injuries. This information is vital for the safety and well-being of each player during club activities.

10.0 Club Fees & Fundraising

Registration fees are the core component of the financial structure of the club and are required for all players to participate in club activities, including practices, games, tournaments, and other sanctioned events. These fees are used to cover essential costs associated with the operation of the club.

10.1 Key Components of Club Fees:

- **Player Development Fees:** These fees cover the cost of training sessions, coaching, and player development activities. It includes the remuneration of coaches and training staff, as well as the resources needed for skill development, such as equipment and training aids.
- **League and Tournament Fees:** The registration fees also include costs for entry into competitive leagues, local and provincial tournaments, as well as any travel-related expenses associated with these events, such as registration fees for each event, and accommodation and transportation (if necessary).
- **Facilities and Equipment Costs:** A portion of the fees goes towards renting practice facilities, including gymnasium rentals and court fees. The fees also cover the purchase, maintenance, and replacement of volleyball equipment, including volleyballs, nets, and uniforms.
- **Administrative Costs:** The fees contribute to the administrative costs required to run the club efficiently. This includes expenses for club management, registration

systems, and necessary paperwork (such as player insurance registration with the Ontario Volleyball Association).

- **Insurance Coverage:** The fees also cover insurance premiums for players, coaches, and volunteers, as required by the Ontario Volleyball Association (OVA). This insurance provides protection during official club activities.
- **Other Operational Costs:** This includes costs for coaches' development, club events, and general operational expenses such as website hosting, marketing, and communication tools.

10.2 Fee Payment Structure

To make payments as manageable as possible for families, the club offers flexible payment options:

- **Annual Payment:** The full fee for the season can be paid upfront at the time of registration.
- **Installment Payments:** For those who prefer to spread out payments, the club offers installment plans, where fees can be broken down into smaller payments throughout the season (e.g., quarterly or monthly).
- **Payment Due Dates:** A clear timeline for when payments are due will be communicated to all families at the start of the season. It's important to stay on top of payments to avoid late fees or interruptions in participation.
- **Fee Assistance Programs:** Some families may qualify for fee assistance based on financial need. These arrangements can be discussed confidentially with club administration to ensure accessibility for all players.

10.3 Refund Policy

- The club understands that circumstances may change during the season, and we have a refund policy in place to address these situations. Refunds are subject to approval by the OHVC Board of Directors and will be processed according to the timelines and conditions outlined below.
- A formal **written request for a refund** must be submitted to oxfordhypevolleyball@gmail.com for consideration.
- **Refunds Due to Injury or Illness:** If a player is unable to continue participating in club activities due to injury or illness, the club will assess the situation and consider a partial refund. Consideration will be given to unused sessions or tournaments, and on the timing of the injury and the amount of season remaining.
- **Refunds for Withdrawal:** If a player decides to withdraw from the club before the season starts or partway through the season, a partial refund may be issued, considering registration and administrative fees, as well as any non-refundable expenses (such as uniforms or tournament fees).
- **Refund Requests Deadline:** Refund requests must be made within 30 days of the start of the season or injury to be eligible for consideration.



10.4 Fundraising Efforts

To help reduce the financial burden on families and support the club's growth and development, Oxford Hype Volleyball Club organizes various fundraising initiatives throughout the year. These efforts not only help offset the costs of club operations but also foster a sense of community and teamwork among players, parents, coaches, and supporters.

10.4.1 Purpose of Fundraising

Fundraising efforts at OHVC are designed to achieve the following goals:

- **Reduce Registration Costs:** Funds raised through club activities help lower player registration fees and make participation in the club more affordable for all families.
- **Enhance Club Programs:** Fundraising supports the club in offering additional resources such as specialized coaching, training equipment, facility improvements, and travel costs for tournaments.

10.4.2 Types of Fundraising Activities

Throughout the year, the club organizes several types of fundraising activities that players and families are encouraged to participate in. These activities help raise necessary funds while also creating opportunities for community engagement.

- **Fundraising Events:** These may include events like charity volleyball tournaments, car washes, silent auctions, or dinner nights at local restaurants. Participants may be asked to contribute in terms of participation, donations, or volunteering.
- **Raffles and Draws:** The club may organize raffles or prize draws where families and supporters can purchase tickets to win prizes donated by local businesses or sponsors.
- **Corporate Sponsorships:** The club seeks out partnerships with local businesses and corporations to sponsor the team, tournament events, or specific club activities. Sponsors may provide monetary support or donate goods and services in exchange for recognition.
- **Player-Specific Fundraising:** In some cases, athletes may be asked to participate in individual fundraising initiatives for specific tournaments or travel expenses. This could include selling merchandise, soliciting donations, or finding corporate sponsors to support their journey.

10.4.3 Parent and Volunteer Participation in Fundraising

Fundraising efforts are a collaborative effort that require the support of all families and club members. Parents and volunteers play an essential role in the success of fundraising activities.



- **Parent Involvement:** Parents will be asked to participate in planning, organizing, and executing fundraising events. Active participation is critical to the success of these initiatives.
- **Volunteer Hours:** Families may be asked to contribute a specific number of volunteer hours towards fundraising activities. These hours may include helping with event setup, managing booths, selling raffle tickets, or coordinating logistics.
- **Donations:** Families may also be asked to donate items, services, or financial contributions to support various fundraising events. These donations are vital for ensuring that events run smoothly and that the club meets its fundraising goals.

10.4.4 Fundraising Goals and Transparency

The club will set clear fundraising goals each season and communicate these goals with families. Transparency is a key component of our fundraising efforts.

- **Annual Financial Report:** At the end of each season, the club will provide an annual report that details how fundraising money has been used to support the club's programs, player development, and general operations.

10.4.4.1 Conclusion

The Club Fees & Fundraising section ensures that families are aware of their financial responsibilities, how their fees are being used, and the importance of contributing to the club's fundraising efforts. By fostering a spirit of community, transparency, and collaboration, we aim to provide high-quality volleyball programming that remains accessible and sustainable for all our athletes.

Fundraising not only reduces the financial burden on families but also strengthens the sense of teamwork and support that makes our club a special and thriving community. We are grateful for the continued support of our players, parents, volunteers, and sponsors as we work together to grow the club and provide opportunities for young athletes to reach their full potential in the sport of volleyball.

11.0 Contact Information

Clear and accessible contact information is essential for the smooth operation of Oxford Hype Volleyball Club. Whether you need to get in touch with the coaching staff, parents or the Board of Directors, we want to ensure that all members of our community know how to communicate effectively and efficiently. This section provides the key contact information for various aspects of the club's activities, including operational, team, and event-related inquiries.



11.1 General Club Inquiries

For any general inquiries about the club's operations, including registration, policies, and overall club management, please reach out to the club's administration team.

11.2 Board of Directors

President: Rob McMichael

Vice President: Craig Boddy

Treasurer: Marcus Ruddy

Secretary: Carley Van der Wyngard

General inquiries can be sent to: oxfordhypevolleyball@gmail.com

12.0 OVA Affiliation & Information

At Oxford Hype Volleyball Club, our affiliation with the Ontario Volleyball Association (OVA) ensures that we are officially recognized as a member organization committed to upholding the OVA's policies, rules, and regulations. This affiliation guarantees that we operate in full alignment with provincial and national volleyball standards, as established by Volleyball Canada.

12.1 Benefits of OVA Affiliation

As an OVA-affiliated club, Oxford Hype Volleyball Club enjoys a variety of valuable benefits, including:

12.2 Eligibility to Participate in Sanctioned Events

Only OVA-affiliated clubs can participate in OVA-sanctioned leagues, tournaments, and provincial championships, providing our athletes with competitive opportunities at the highest levels.

12.3 Insurance Coverage

With OVA membership, Oxford Hype Volleyball Club provides insurance coverage for players, coaches, referees, and volunteers during all official club activities, ensuring peace of mind for everyone involved.



12.4 Funding & Grants

As an OVA-affiliated club, we may be eligible for various grants and funding opportunities to support the growth of our programs, assist with facility costs, and further develop the club.

12.5 Resources & Support

OVA provides our club with helpful resources such as templates, policy guides, governance best practices, and operational support to ensure smooth and effective club management.

12.6 Club Responsibilities as an OVA Member

With affiliation to the OVA comes the responsibility to maintain the highest standards of volleyball governance:

12.7 Annual Registration

Oxford Hype Volleyball Club must register with the OVA each season and submit the required fees. This registration covers club administration, coaches, referees, and players.

12.8 Compliance with OVA Policies

We must adhere to all OVA rules, which include:

- Code of Conduct
- Screening and Risk Management Policies
- Fair Play and Safe Sport Guidelines
- Disciplinary and Appeals Procedures

12.9 Coaching Certification & Screening

All coaches at Oxford Hype must meet the minimum certification requirements and undergo background screening, in accordance with OVA policies.

12.10 Player & Parent Education

It is essential for us to educate our players and their parents on OVA policies, safety procedures, and the ethical standards expected within our volleyball community.



12.11 Use of OVA-Approved Officials

All matches organized by Oxford Hype Volleyball Club will be officiated by OVA-certified referees and adhere to official volleyball rules.

12.12 How to Maintain Good Standing with the OVA

To maintain a positive relationship with the OVA and ensure our ongoing success, Oxford Hype Volleyball Club will:

- **Attend OVA Meetings & Training:** Our club will actively participate in OVA-hosted workshops, training sessions, and annual general meetings (AGMs).
- **Ensure Safe & Inclusive Programming:** We are committed to upholding OVA's Safe Sport, Equity, Diversity, and Inclusion (EDI) initiatives, ensuring that our programming is inclusive and accessible to all.
- **Stay Up to Date on Policy Changes:** We regularly check OVA communications and the OVA website to stay informed about updates on policies, rules, and registration requirements.
- **Resolve Issues Through OVA Channels:** In the event of disputes, we will follow the OVA's formal complaint and appeals process to ensure fair and transparent resolutions.

12.13 Final Note

Our affiliation with the Ontario Volleyball Association adds credibility, structure, and valuable opportunities for Oxford Hype Volleyball Club, its players, coaches, and staff. By ensuring compliance with OVA regulations and guidelines, we foster a safe, structured, and high-performance environment for all members.

