

Boltz Volleyball Club Coaches Handbook/Liability Form/ COVID Form/ Photo Consent

Updated 06/18/2026

BOLTZ VB MISSION STATEMENT:

Our mission is to provide athletes with technical skills training and tactical instruction in a positive learning environment that fosters personal growth and development and a passion for the game of volleyball. Our coaches and administrative staff strive to provide a safe, positive, encouraging and rewarding environment while maintaining an emphasis in areas of hard work, mental and physical strength, commitment, sportsmanship, teamwork and character development

BOLTZ VB CLUB PHILOSOPHY

Boltz Club endorses and enforces all existing USAV Rules and Regulations, Code of Ethics and Conducts, and sound principles of fitness training. We believe in our core philosophies and strive to demonstrate and encourage integrity, teamwork and the passion for the games of volleyball. We encourage and support multi-skill and multi-sport athletes. We aspire to staff passionate coaches who are able to watch and determine the best procedure to promote individual athlete growth and instill a love for the game of volleyball in our players. We will teach our athletes to be disciplined, compete and train at full effort, be a positive and supportive teammate, be a problem solver, push beyond their comfort zone, and compete with confidence and enthusiasm.

COACHES

All coaches must be IMPACT and SAFESPORT certified, registered with the coaches USAV and AAU memberships and will have a complete background check.

Coach's Responsibilities:

- 1) To teach proper technique and fundamentals to all players.
- 2) To teach and apply proper strategies.
- 3) To communicate clearly, to each player, his/her role on the team.

- 4) To balance hard work, fun, and discipline.
- 5) To create a positive, growth based, and trusting environment for athletes.
- 6) To act as a positive role model for players both on and off the court.
- 7) To prepare players for any and all situations that might occur when playing in a match.
- 8) To motivate players to compete at a high level due to strong work ethic and responsibility to their teammates.

COMMITMENT & PRIORITY

The 2026-2027 season runs from October 2026 to July 31, 2027 depending on your team level. Practices will begin in November and our first tournament will be held in December or January. Coaches are expected to be committed to attending all practices and tournaments scheduled by Boltz Volleyball Club. Schedules will be available. Please note that schedules are subject to change. If a coach is not able to attend a practice or tournament, they must speak with the Director/ Admin to get coverage. All trophies or banners won by the team are to be kept at Boltz Volleyball Club.

We believe that Family, Faith and Academics are the first priority of our Coaches and players. We expect our coaches and student-athletes must be able to manage their time so that they get their work, school work done appropriately and are still able to attend practices and tournaments with quality physical and mental focus. It is very important to have quality and timely communication with the coach about any possible conflicts. Any scheduling conflicts must be communicated with and approved by the program director with as much notice as possible. Excessive absences or tardiness may result in dismissal as a coach and voids financial exemption/ compensation by the Boltz organization. Coaches will receive a warning if they are reaching their limit of absences. The program director has the right to dismiss the coach from the team if a lack of commitment and/or attendance continues.

REGISTRATION & ELIGIBILITY

Coaches must complete the following before being allowed to participate in any Club event(s) (including tryouts):

- Signed 2026 -2027 Boltz Handbook Volleyball Club Contract
- 2026-2027 USAV & AAU Membership -Including approved background screening
- Impact Training
- AAU Online Coaches Training

- SafeSport Training
- Copy of driver's License/State ID

Any arrest that occurs during the club season must be reported right away to the club director. This includes but is not limited to DUI. The Boltz volleyball club is a drug and alcohol free environment. This includes marijuana. Coaches are not to be under the influence of any illegal substances, alcohol or marijuana while volunteering, chaperoning, coaches, traveling with etc, Boltz players. Coaches may be asked to take a random or incident motivated drug screen before being allowed to further participate in club events.

COMMUNICATION

1) Our website and Band are tools for communications club wide. Please use these resources to find information regarding schedules, club information, and registration and payment procedures.

2) Coaches will provide their teams with their preferred method of communication and will work closely with their team parent to make sure the team has all relevant information for practices and tournaments.

3) Please communicate with all coaches, club staff, fellow parents, and players in a respectful and considerate manner. Disrespectful or rude communications will not be tolerated.

4) If there is an issue or matter of concern that needs to be addressed the process needs to adhere to the following guidelines:

COMMUNICATION GUIDELINES:

ALL REGULAR COMMUNICATION WITH COACHES SHOULD BE VIA BAND.

ALLOW COACHES AND CLUB DIRECTORS 48 HOURS TO RESPOND.

ALL COMMUNICATION REGARDING CONCERNS WITH YOUR PLAYERS SHOULD BE HANDLED BY THE PLAYER. THEY SHOULD SUBMIT A REQUEST FOR AN IN PERSON MEETING WITH COACHES. **ATHLETES ARE EXPECTED TO ADVOCATE FOR THEMSELVES AND LEAD ALL MEETINGS WITH COACHES.** DO NOT APPROACH COACHES DURING TOURNAMENTS WITH THESE CONCERNS. ANY QUESTION OR CONCERN REGARDING PLAYER PLAYING TIME, COACHING STYLE ETC, SHOULD ABIDE BY THE 48HR POST TOURNAMENT QUIET PERIOD THEN A REQUEST FOR A MEETING FORM SHOULD BE COMPLETED HERE

[HTTPS://FORM.JOTFORM.COM/252646766506163](https://form.jotform.com/252646766506163)

CONFLICT-RELATED CONCERNS PROCESS.

1. THE PLAYER SUBMITS A REQUEST FOR A SCHEDULED MEETING WITH COACHES.
2. COACHES SEND FOLLOW UP MESSAGES TO THE PLAYER, CC PARENTS.
3. IF CONFLICT IS NOT RESOLVED, THE PLAYER SUBMITS A REQUEST FOR A MEETING WITH COACHES AND PARENTS.
4. THE COACH SENDS A FOLLOW UP MESSAGE TO THE PLAYER, CC PARENTS AND CLUB DIRECTOR.
5. IF CONFLICT IS NOT RESOLVED, THE PLAYER SUBMITS A REQUEST FOR A MEETING WITH COACHES, PARENTS AND CLUB DIRECTOR.
6. THE CLUB DIRECTOR WILL SEND A FOLLOW UP MESSAGE TO THE PLAYER, CC PARENTS AND COACHES.

PARENT OR ATHLETE IGNORES THE COMMUNICATION GUIDELINES?

1. REMINDER COMMUNICATION IS SENT TO THE PARENT, CC LADYBOLTZVOLLEYBALL@GMAIL.COM AND BOLTZVOLLEYBALL@GMAIL.COM
2. PARENTS HAVE PRACTICE VISITATION PRIVILEGES REMOVED.
3. PLAYER IS BENCHED FOR ONE UPCOMING SET OR MATCH
4. THE PLAYER IS REMOVED FROM THE TEAM.

GENERAL CONTENT: All communications between a coach or other adult and an athlete must be professional in nature and for the purpose of communicating information about team activities. The content and intent of all electronic communications must adhere to the USA Volleyball Code of Conduct regarding Athlete Protection. For example, as with any communication with an athlete, electronic communication should not contain or relate to any of the following:

- o Drugs or alcohol use
- o Sexually-oriented conversation; sexually explicit language, sexual activity
- o The adult's personal life, social activities, relationship or family issues, or personal problems;
- o Inappropriate or sexually explicit pictures.

Note: Any communication concerning an athlete's personal life, social activities, relationship or family issues or personal problems must be transparent, accessible and professional. Whether one is an athlete, coach, board member or parent, the guiding principle to always use in communication is to ask: "Is this communication something that someone else would find appropriate or acceptable in a face-to-face meeting?" or "Is this something you would be comfortable saying out loud to the intended recipient of your communication in front of the

intended recipient's parents, the coaching staff, the board or other athletes?" With respect to electronic communications, a simple test that can be used in most cases is whether the electronic communication with athletes is transparent, accessible and professional.

FACEBOOK, INSTAGRAM, BLOGS AND SIMILAR SITES: Coaches and athletes are not permitted to "private message" each other through Facebook. Coaches and athletes are not permitted to "instant message" each other through Facebook chat or other IM methods. The club has an official Facebook page that athletes and their parents can "like" the page for more information and updates on team-related matters.

Social Media Best Practice: The club has an official Facebook/Instagram and Tik Tok page that coaches, athletes and parents can follow for information and updates on team-related matters. Coaches and athletes are not permitted to "direct message" each other through social media.

TEXTING: Subject to the general guidelines mentioned above, texting is allowed between coaches and athletes during the hours from 7am until 10pm. Texting only shall be used for the purpose of communicating information directly related to team activities.

EMAIL: Athletes and coaches may use email to communicate. When communicating with an athlete through email, a parent, another coach or a board member must also be copied.

REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS: The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communications. Immediate compliance without repercussions must be granted.

MISCONDUCT: Social media and electronic communications cannot be used to commit misconduct (e.g. emotional, sexual, bullying, harassment and hazing). Such communications by coaches, staff, volunteers, administrators, officials, parents or athletes will not be tolerated and are considered violations of our SafeSport Handbook. This could lead to immediate club expulsion or termination.

VIOLATIONS: Violation of the Club's Social Media and Electronic Communications Policy should be reported to your Coach and/or Club Director or the Regional SafeSport Contact for evaluation. Complaints and allegations will be addressed following the appropriate procedure. A USA Volleyball participant or parent of a participant who violates this policy is subject to appropriate disciplinary action, including but not limited to: suspension, permanent suspension and/or referral to law enforcement authorities.

DEFAMATION: The contracted or volunteer coach, assistant coach or team parent shall not, during the course of the contract or time with the Boltz Volleyball Club, nor at any time thereafter, directly or indirectly, in public or private, in any manner or in any medium whatsoever, deprecate, impugn or otherwise make any comments, writings, remarks or other expressions that would, or could be construed to, defame the Boltz Volleyball Club, Director, Staff or coaches or either of their reputations. Nor shall they assist any other person, firm or company in doing so.

COACHING FAMILY & FRIENDS

Coaches are permitted to coach their own children(s), family members and friends. Coaches will be required to treat all players equally. Favoritism will not be tolerated. It is very important to offer the same training opportunities to all athletes in the same general age or ability level, and to be able to clearly articulate reasons why one athlete is treated differently from the others.

When coaching family members these guidelines must be followed:

- Establish the expectation: When I am coaching you, I am your coach and not your parent, friend, aunt etc.
- Your friend or family member is expected to show you the same respect that is expected by the club director for all coaches.

COACHING-CODE OF CONDUCT

As a youth sports coach I agree to commit myself to the principles of Positive Coaching. I will strive to be a "Double-Goal Coach" who wants to win and to help my players learn "life lessons" and positive character traits through the sport of volleyball.

I will model and teach my players to Honor the Game by teaching the elements of ROOTS--Respect for: Rules, Opponents, Officials, Teammates, and one's Self.

- Share with my players' parents my desire for them to Honor the Game
- Drill Honoring the Game in practice
- Seize teachable moments to talk with my players about Honoring the Game

I will help players Redefine what it means to be a "Winner" in terms of Mastery, not just the Scoreboard:

- Teach players the ELM Tree of Mastery (Effort, Learning, and bouncing back from Mistakes)
- Use a "Team Mistake Ritual" (like "Flushing Mistakes") to help players quickly rebound from mistakes
- Reward effort, not just good outcomes; look to recognize players for unsuccessful effort
- Encourage players to set "Effort Goals" that are tied to how hard they try
- Use Targeted Symbolic Rewards to reinforce effort and team play

I will fill my players' Emotional Tanks.

- Use encouragement and positive reinforcement as your primary method of motivating
- Strive to achieve the 5:1 "Magic Ratio" of 5 positive reinforcements to each criticism/correction
- Schedule "fun activities" for practices, so players will enjoy our sport
- Use the "Buddy System" to teach players to fill each other's Emotional Tanks
- Develop "player coaches" by asking for player input and asking rather than telling them what to do
- Learn to give "Kid-Friendly Criticism" so players will be able to hear it; criticize in private, "Ask Permission;" use the Criticism Sandwich; avoid giving criticism in non-teachable moments.

I will have Conversations during Team Meetings with my players at every practice and every game.

- Review Honoring the Game, the ELM Tree and the Emotional Tank throughout the season
- Remind players about these three concepts before and after every game
- Ask questions and encourage players to speak and contribute during team meetings
- Use the Winner's Circle after a game to reinforce the positive things players did.

I hereby pledge to follow the Code of Ethics for Coaches as follows:

- I will place the emotional and physical well being of my players ahead of a personal desire to win.
- I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
- I will do my best to provide a safe playing situation for my players.
- I promise to review and practice basic first aid principles needed to treat injuries of my players.
- I will do my best to organize practices that are fun and challenging for all my players.

- I will lead by example in demonstrating fair play and sportsmanship to all my players.
- I will not cheat or engage in any form of unethical behavior that violates league rules.
- I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
- I will be knowledgeable in the rules of each league that I coach, and I will teach these rules to my players.
- I will use those coaching techniques appropriate for all of the skills that I teach.
- I will remember that I am a youth sports coach, and that the game is for children and not adults.
- I will not speak, or write poorly about the Boltz Organization or any of its volunteers, players or staff.
- I will conduct myself in a manner that is respectful to all officials, players, opponents, parents and staff.