



COACHES CODE OF CONDUCT

Alamo Volleyball is very proud that you have chosen to be a part of our coaching staff; we believe that participation in a respected and competitive volleyball program provides young athletes with high-level volleyball training, and the opportunity to learn “life skills” – responsibility, dedication, leadership, hard work, and respect for others. The Alamo Coaches Code of Conduct has been established to promote these skills and qualities, and to help continue a strong volleyball program.

Coaches are responsible for adhering to the Alamo Code of Conduct. Coaches found in violation of the Code of Conduct may be restricted and/or removed from coaching in the program.

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RESPONSIBILITIES

GENERAL DUTIES

1. To help conduct tryouts as needed for prospective players.
2. To conduct two, two-hour practice sessions per week from the first week of December until the end of the team's season.
3. To attend tournaments with team and to coach team during tournament play.
4. To help, with the aid of the team chaperone, to chaperone team.
5. To help instill discipline, character and team work in players, as well as develop volleyball skills.

GENERAL GUIDELINES

We feel one of the most important areas that we can control is our image, it is the face of our club, it is the impression we send to the public. Our image is where the public will draw their 1st impression.

- Coaches and athletes in the Alamo program will be expected to make both **athletics** and **academics** a priority in athlete's lives. Coaches should expect athletes to manage their time accordingly so that they are able to attend and be on time to practices, tournaments and other related functions that fall within the Alamo team schedule.
- Coaches **should expect athletes to treat ALL coaches, parents, tournament staff and every adult with courtesy and respect at all times.**
- Coaches are expected to **make appropriate decisions regarding the success of their team and each individual** in compliance with the spirit of the objectives of Alamo Volleyball. This requires a delicate balance between weighing the best interests of the team and each player on that team.
- Coaches **should wear Alamo attire to practices and Alamo sanctioned events.** Avoid wearing attire that advertises high school and collegiate institutions. Please dress appropriately when representing Alamo for we ask the same of our athletes.
- Coaches are not to socialize with the players outside practice and competition.
- Any inappropriate or illegal behavior with players will not be tolerated and is subject to immediate dismissal and will be reported to the appropriate authorities.

TEAM COMPOSITION

National Teams - These teams play to win. Players are played at the discretion of the coach who will make every effort to play all players. If a player does not have the skills necessary to play on a national team, she should not be on that team.

Regular Teams - These teams also play to win, but since they are developmental teams it is understood that they will not always do so. Every effort should be made to see that each of these players gets to play the EQUIVALENT of one game per match, if she has been attending all practices and tournaments. The primary objective of these teams is to develop individual skills and to give each player as much playing time as possible. Exception - All Alamo teams should play to win at the Tour of Texas Qualifier, Texas Championship Qualifier, Lone Star Classic, and Regional tournaments.



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EQUIPMENT & FACILITIES

Each team is given volleyballs and ball bags at the beginning of the season. These balls and bags are marked so that they can be easily located. This equipment must be turned in at the end of the season. Each coach who turns in all their team's balls (with the correct team identification # on the balls), ball bags, and first aid bag at the end of their season will receive an equipment return bonus.

- Again, coaches must make sure all practice gyms are maintained satisfactorily. All equipment must be put away properly after each practice session.
- DO NOT put tape down on any of our gym floors. It pulls the finish up and we get to pay to have the floors refinished when this happens.
- Factory of Champions - Other organizations also use the facilities at Factory of Champions. Please start your practices on time and clear the court at least five minutes before you are scheduled to end so the others can start on time.
- Outside food, drinks and water are absolutely not allowed at Factory of Champions. This includes parents and other spectators. Water will be provided for players and concession machines are available inside for parents and spectators. If water needs to be replaced, coaches should notify the attendant on duty.
- ALL BALLS MUST BE ACCOUNTED FOR before your team is dismissed.

FIRST AID KIT

Each coach will be provided with a first aid kit bag and a notebook containing all players medical release forms. This bag **MUST** be on hand at all practices and tournaments. Do not give your medical releases to your chaperone. Please look over your first aid supplies so you will know what is on hand. If you need replacement items, let the Administrative Director know. Tape and under-wrap are provided for emergencies only. If a player needs to be taped on a regular basis, she must provide her own tape. A small container of ice must be brought to all practice sessions in case of emergencies. This is something you might want to ask your chaperone to do for you.

OFFICIATING

It is a Lone Star Region rule that all junior coaches must be IMPACT certified and have referee training. IMPACT training last for life, so if you have been certified, you do not need to repeat this training. If you have not, you must attend a training session. Training dates and locations are listed in your Lone Star Region newsletter. Alamo will reimburse you for this course.

Each team must have at least two players trained as scorekeepers. Coaches are responsible for identifying and seeing that at least these two players attend the scorekeeper training; however, more is recommended to attend. For 11 through 13-year old teams, it is suggested that a few parents also attend the training in order to help these younger players. Alamo will credit the player's account for the fee for the Scorekeeper's course, once all the requirements for certification have been met – course completed, test passed and score sheets mailed to the Alamo Administrative Director to forward on to the LS Region Scorekeeper Chairman.

- Coaches must act as the down referee for most tournaments, and the up referee for some competitions.



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- Players act as lines people for all tournaments, so make sure your team knows the proper behavior for their officiating duties -- no eating, talking, listening to headphones, daydreaming, etc. while officiating.

Lone Star Region provides IMPACT, referee, and scorekeeper training at the first of the season. They do not provide many opportunities for this training and are very serious about coaches not participating without it. Make every effort to attend the training the first time it is provided.

TOBACCO, DRUGS, ALCOHOL

- Coaches are expected to **abstain from the use of tobacco, drugs and alcohol** while in the presence of all Alamo and non-Alamo athletes.
- Coaches should be aware that athletes are expected to abstain from the use of tobacco, drugs and alcohol while at any Alamo sanctioned event. Any athlete found to be in possession of any illegal substance must be reported to the directors of Alamo immediately.

PRACTICES AND TOURNAMENTS

Parents expect that they are paying fees to have a specific coach for their daughter's team, not a different coach each week. *It is mandatory that every coach shows up at least 15 minutes early*, as players will arrive early and we need to be able to deal with possible problems or questions prior to the start of practice. Demand that your players arrive on time and that they know their pre-practice responsibilities (net set up, etc.). One staff person must stay until every player has been picked up. In the event that a parent is perpetually late, please speak to the parent or contact the director. An attendance record should be kept on your players.

PRACTICE GUIDELINES

- Coaches are to **notify the director in charge of scheduling in ample time of any conflicts**. Typically, this is on or before the 15th of the previous month.
- Coaches are **required to attend all practices**. If for any reason a coach cannot make practice, they are expected to notify the director of their age group at least 24 hours in advance. If an emergency situation arises that result in a coach not being able to make a practice, the coach will need to notify their team mom, and players.
- **Have your players wear their practice shirts to every practice**. If they need more, contact the Administrative Director. We feel this creates team unity, eliminates individualism, and starts to instill discipline.
- Coaches must **come to practice prepared** and be ready to train their athletes to the fullest of their capabilities.
- Coaches are ultimately responsible for making sure that the net systems and facilities are prepared and ready for practice, and stored appropriately at the end of practice.
- In the event that a player misses practice, the coach should call to check on her and make sure she is informed of any announcements, etc. that she missed. Each coach (with the help of team chaperone and team captain) is responsible for contacting their players regarding any schedule changes that occur.
- Practice will be open unless a coach specifies otherwise.



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- Alamo discourages coaches from giving private lessons to players on their team. This prevents the perception of “pay to play”. If a player inquires about private lessons, have them contact one of the Directors of Coaching for suggestions.

TOURNAMENT GUIDELINES

- Transportation to and from tournaments will be the responsibility of parents.
- We **do not** encourage Alamo coaches to **give players or parents’ rides to or from practices or tournaments**. Alamo coaches should **avoid accepting rides to or from practices or tournaments with parents**. This avoids the perception of favoritism and inappropriate relationships.
- Advise your team and team mom on tournament details and arrival times at playing sites.
- When you arrive at your playing site, have your **players** pick out a spot and **line up** their **bags in a neat, orderly fashion**. It looks good, sends a message of discipline, and hopefully adds a little security versus having them open and all over the place.
- While at tournaments and events, **expect athletes to stay with their team and be prepared to play** or perform officiating duties at a moment’s notice. Have your athletes confirm with you of their location while at tournaments.
- **Have your team wear tournament shirts or warm-ups with pants in between matches**. This will provide a consistent look across all teams in all age groups, and it will keep their muscles warm for the next match. Instill in your kids that their individual performance should be the only way they stand out, no pajamas, fluffy house shoes, wild hair styles, crazy hair bows, etc.

POST-MATCH PROTOCOL

- After the match, win or lose, good or bad officiating have your **captain(s) go over and shake the up refs hand**.
- Split your team into two groups (1 and 2) and just as you break the huddle **after the match give each group a bench area to clean up (no matter whose it is)**. This will teach them the importance of picking up after themselves. They will learn how annoying it is when people leave a mess, and the officials will notice it right away.
- If you are assigned to officiate the next match, either the coach or captain needs to **approach the official and tell them that you and your crew are here** or that they are taking a small break. They will talk about it in their meetings and it spreads a great message about us.

If we all explain the positive benefits of these things to the kids they will embrace it and it will make it easier to implement and carry over from team to team and year to year.

TRACK TOURNAMENT RESULTS

It is very important that each coach **maintain a “USAV Win/Loss” record for all matches**. This should **include the tournament name, date, opponent team code, correct full name of opponent, and whether you won, lost or split the match**. These records must be submitted by e-mail to the Alamo Administrative Director on a regular basis so that your regional ranking can be maintained. You will be reminded by e-mail when to send your results. You might want to assign one of your parents to do this. Team codes for Lone star Region teams can be found at **www.lsvolleyball.org**. If you are playing teams from out of our region, make sure you get their team code before you leave the tournament.



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TRAVEL GUIDELINES

- While in hotels, **expect your athletes to respect the property and privacy of others in the hotel.** Loud or rowdy behavior will not be tolerated.
- **Under no circumstances will athletes entertain guests in their hotel rooms.** This includes anyone but parents and/or female siblings (no boys should be in their rooms, even brothers since players share rooms). Visitors should be restricted to the hotel lobby only.
- **Under no circumstances will athletes enter another guest's room within the hotel** that is not an Alamo parent, player or coach.
- **Doors to team rooms must not be left propped open with the night latch for ease of re-entry.**
- Athletes will be expected to coordinate with the team parent and/or coach as to their whereabouts during non-playing periods.
- Coaches are expected to **dress modestly and respectfully during non-playing periods.** Remember that you are representatives of the Alamo Volleyball Association.
- Expect athletes to dress modestly and respectfully during non-playing periods. Tops should be long enough to be tucked into pants, and swimsuits should be worn in good taste.

PARENTS

Parents are encouraged and expected to be active and involved members of the Alamo program. But in an attempt to be involved, they can also be overbearing. Be patient and courteous, but be firm. Be positive. Be objective and speak to a player's action and behavior, not to their emotions. Try to resolve problems individually, but if this is not possible, contact the director for help.

TEAM CHAPERONE

Each coach is responsible for securing a parent representative to serve as team chaperone. This chaperone attends all practices to help in the case of a medical emergency.

If a player is injured and requires emergency attention, this adult would see that the player is taken to an emergency medical facility. It would not be possible for the coach to leave the rest of the team unattended to do this. Team chaperones are registered with USAV, so they are covered by our liability insurance. Chaperones also travel with the team, help coordinate meals, help enforce curfew, and generally help the coach in any other way she can. She also makes sure all players have transportation to tournaments.

Lodging for chaperones is paid for by Alamo as well as airfare to out-of-state tournaments.

A chaperone is responsible for getting another adult to substitute for her if she is unable to attend a practice session. However, at those times, in case of an emergency the coach would have to accompany the player to the hospital since a substitute chaperone would not be covered by our insurance.

Chaperones need to be selected by the end of December. Check with our Administrative Director, before selecting your chaperone. There may be personality conflicts, etc. that you would not be aware of so early in the season.



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MANAGING ISSUES WITH PARENTS

- The line of **communication should be from COACH to ATHLETE to PARENT** for all issues involving athletes and/or teams. Athletes are encouraged and expected to talk with their coaches about problems or concerns they may have.
- **Coaches should not discuss playing time issues or other issues at a tournament site or during normal practice times with parents.** You should do your best to explain all issues and decisions to that athlete who approaches them and asks for clarification in a disciplined and respectful manner, and only at an appropriate time.
- Coaches should **counsel parents to seek explanations from athletes first** when seeking information about such topics. Parents who are seeking a deeper explanation should contact the coach outside of normal practice times to set up a time for discussion. Coaches should not engage in conversations of this type at a tournament or event to include the hotel, drive to/from event, or on the plane.
- Coaches are expected to **maintain a dignified and respectful discussion with parents and athletes**, no matter how difficult it can sometimes be.
- Notify the director of your age group as soon as reasonably possible of any issues with athletes and parents that may result in future complications/conversations, such that Alamo can be prepared to assist you in the resolution. **If a player quits your team, contact the Director of your age group immediately.**

PAYMENTS FOR PLAYER PARTICIPATION

At no time are coaches to accept Alamo payments from players or parents. The parents will receive payment envelopes with instructions to MAIL payments to the Alamo bookkeeper. If there is a problem financially, the parent should contact the Administrative Director. In the event a player is not current with payments, the coach will be notified, and that player will not be allowed to participate in practices or tournaments until payments are current.



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CODE OF CONDUCT AGREEMENT

Completing this agreement will be considered a validation that you have read the Alamo Volleyball Association Coach's CODE OF CONDUCT. You will not be allowed to participate in any sanctioned Alamo event until this form is completed and returned.

I, (coach's printed name) _____ have read and understand the **Alamo Volleyball Association CODE OF CONDUCT** as stated and agree to the guidelines. I will guide Alamo athletes to adhere to the rules and guidelines of Alamo, to the best of my ability.

Coach Name (please print)

Date

Coach Signature

Season: 20____