

Welcome Friends & Family,

I would like to begin by thanking God, for giving me the strength and the ability to coach volleyball. I am grateful to be able to contribute in your child's walk in volleyball and in life. At this time, I would like to thank my incredible staff for supporting me and my vision, and for joining me on this journey. I strive to lead a strong volleyball program where coaches, players, and parents will have a well-balanced volleyball experience.

I feel that the sport of volleyball gives us many opportunities to teach lessons that will help players not only be successful on the court, but become successful in life. Top Select Volleyball Academy is committed to serving the community and will rise to the challenge of working hard for the benefit of the student-athlete, not the benefit of the business. As an organization, we vow to make decisions based on what is in the best interest of the student-athlete. This Academy is committed to providing an honest and healthy environment for players of all ages and skill levels. No individual in this program should be looking out for his/her best interest, but should be looking out for the best interest of the team and the academy.

I thank you for your interest in our program, and for giving me and my family your support. I hope you will join us and become a part of the foundation of what we believe will be the best volleyball program in this area.

Sincerely,

German Del Valle  
Director

Top Select Volleyball Academy  
1101 N Keller Rd, Suite D, Orlando, FL 32810 Phone (407) 242-3498

# **TOP SELECT VOLLEYBALL ACADEMY**

## **PARENT HANDBOOK AND POLICIES (rev 07.2024)**

### **TOP SELECT VOLLEYBALL ACADEMY LEADERSHIP**

**German Del Valle** – Director of Top Select Volleyball Academy

**Michelle Santoni-Miranda** – Director of Operations

**Israel Delgado Gutierrez** – Director of Volleyball Operations, Training and Player Development Coordinator

**Bryan Rodriguez** - Frontdesk Manager

### **OUR MISSION**

Our Mission at Top Select Volleyball Academy, is to provide the best available resources for players of all ages and skill levels to reach their fullest potential as student-athletes. Through our Academy's programs, camps, clinics, leagues, and private lessons, we hope to further our athletes' potential for achieving success at a higher level. It is our goal to provide opportunities through volleyball for our athletes to develop and strengthen their values, character, and discipline not only in the sport of volleyball, but throughout life.

### **ACADEMY BRAND VALUES**

- ☐ **LOVE**
- ☐ **TRUST**
- ☐ **CARE**
- ☐ **RESPECT**

### **COURT VALUES**

- ☐ **COMMUNICATION**
- ☐ **ENERGY**
- ☐ **GOOD TEAMMATES**
- ☐ **MINDFUL LEARNING**
- ☐ **PASS/DIG HIGH & OFF**

- ☐ **SERVE/HIT IN A LOT**
- ☐ **RELENTLESS PURSUIT**

## **OUR GOAL:**

Our goal is to provide the best possible volleyball experience for our student-athletes. We will make every effort to develop their skills as a volleyball player to the best of their ability, and to help develop their integrity as young adults. The lessons learned from participating in a youth sports program can, and should, last a lifetime.

ALL of our athletes are trained using specific training techniques. We want our players to go from one age group to the next with a solid foundation that is built upon each year. A comment we have heard from parents is that each year their daughters are taught the same skill in a different way by their new coach. We want consistency across the board in training. We want all of our coaches to be able to teach the basic fundamentals of the game in exactly the same way. If you observe three different teams working on their serve, we want you to see them all doing it the exact same way. By having set standards on training, we feel the athletes will be able to advance to the next level more efficiently. We have set standards in place that will determine the skills (and the level of each skill) that will be taught in each age group (similar to Common Core State Standards in education, we want to make sure that we scaffold properly, so that no skill is taught in isolation. As athletes' moves from the intermediate to elite level, there will be some changes made in technique according to what the player is physically capable of doing. These adjustments will be made across the board as well.

Top Select Volleyball Academy diligently supports all of our student- athletes by building and sustaining key character traits that will help them in all aspects of their lives. Some of these character traits are: Responsibility, Dedication, Intensity, Teamwork, Leadership, Discipline, Sportsmanship, Respect, and Perseverance. We feel these traits are all keys to success. We want to empower every student- athlete to become better: students, players, and most importantly people. We ask that each of our teams participates in at least one community service project—as a TEAM. The community service project will be completed by the end of February as the tournament schedule gets very busy after that. We feel it would be a good team building experience as well as a way for the athletes to understand some of the needs of the community and how they can help meet those needs. We feel giving back to the community is very important and we are hoping that the experience will be a positive one that the girls will take with them into their adulthood.

## **FUNDRAISING /FINANCIAL-AID Top Select Volleyball Booster**

We are always looking into ways to develop a strong fundraising program and we hope to continue to find ways to raise money to assist families with financial hardship. We currently have a “Booster Club” through which we channel our fundraising activities and sponsorships, Top Select Volleyball Booster. Top Select Volleyball Academy athletes will participate in a mandatory fundraiser to benefit the growth and development of the Booster and through it the Academy. The money raised through the Booster helps defray club fees to athletes, are used

towards facility improvements, equipment purchases, training tools, training equipment and coaches training and continued education.

For more fundraising information please visit our website at:  
[www.topselectvolleyball.com/fundraising.](http://www.topselectvolleyball.com/fundraising)

## **TOP SELECT VOLLEYBALL ACADEMY CODE OF CONDUCT**

### **CODE OF CONDUCT**

This document presents the expectations for conduct from athletes, parents, and coaches at Top Select Volleyball Academy. We hold athletes, parents, coaches, and community members to a high standard of sportsmanship. Enforcing this Code of Conduct allows Top Select Volleyball Academy to promote a safe, rewarding, and fun sports experience for our entire community. We want the players, parents, and coaches to be proud of our organization and we think discipline and respect for others is a great way to achieve that goal.

Please read the document carefully before registering for each season. The Academy does not require parents to attend a comprehensive orientation program. Each participant, parent and coach is required to acknowledge the Code of Conduct online before the season begins, and must abide by the Code of Conduct throughout the entire season.

Violations of the Code of Conduct (and/or USAV rules) may result in disciplinary action including suspension - either temporarily or permanently as determined by the Directors. If an athlete is expelled, there will be no refund of dues collected.

### **CODE OF CONDUCT FOR PLAYERS**

- I will be a good sport to players, coaches, officials, opponents, and parents at every game and practice, no matter win or lose. be modest in victory and gracious in defeat.
- I will have complete control of myself at all times, whether on the court or the sidelines.
- I will learn the value of commitment by participating in as many practices and games as I can.
- I will encourage my teammates and praise good efforts.
- I will be honest, fair, and respectful to others at all times.
- I will not use profanity at any time regardless of the location, circumstance, or emotional disposition.
- I will aim to learn all I can from sports.



- I will act accordingly and follow the rules of the sport.
- I will arrive at practice on time and be ready to dedicate my attention to my coaches.
- I will use social media in a respectful manner. I will not belittle or ridicule anyone involved in The Academy, private, in-person, or online.
- I will follow the chain of command if any issue arises.
- I will act in a manner of making Top Select Volleyball Academy proud.
- I acknowledge that if found to be in possession of alcohol, tobacco, or illegal drugs at any practice facility, tournament facility, or Top Select sanctioned event I will be immediately expelled from the academy.
- I will follow and abide by Top Select Volleyball Academy rules, policies and regulations, USAV rules and regulations at any other governing body or organization where I participate as a member of Top Select Volleyball Academy.

## CODE OF CONDUCT FOR PARENTS

- I will put the emotional and physical well-being of youth participants ahead of a personal desire to win.
- I will respect players, coaches, officials, spectators, and families at all times.
- I will respect the decisions of officials or coaches.
- I will not engage in any violence or verbal threats or use any profanity.
- I will not yell advice to my child during a game.
- I will not yell advice to any other member of the team during a game.
- I will model good sportsmanship for all youth participants.
- I will not belittle or ridicule anyone involved in a youth sporting event—in public, private, in-person, or online.
- I will do my part to keep sports fun and positive for every youth participant.
- I will remember that the game is for youth; not for adults.
- If there is a conflict that needs to be resolved, I will follow the 24 hour rule with the following steps to be followed AFTER 24 hours have transpired:
  - Player/Coach meeting, if conflict still exists
  - Player/Coach/Director meeting
  - Player/Coach/Director/Parent meeting - The decision of the club director at this point is **FINAL**.

- If the 24 hour rule is violated, the following steps will be taken:
  - 1st violation - written warning
  - 2nd violation - dismissal from activity
  - 3rd violation - dismissal from the club without tuition refund
- I will refrain from the use of drugs, tobacco, and alcohol at all youth sports events.

## **CODE OF CONDUCT FOR COACHES**

- I will coach with the goal of creating a positive learning experience for athletes. Winning games is secondary to building a positive youth sports experience for my players, parents of my players, and opposing teams.
- I will put the emotional and physical well-being of youth participants ahead of a personal desire to win.
- I will follow all safety protocols of the Academy.
- I will address the referee or official in a respectful tone.
- I will not belittle or ridicule anyone involved in a youth sporting event-in public, private, in person, or online.
- I will treat opposing coaches and athletes with respect and represent my community in a positive manner.

## **GENERAL POLICIES**

- No jewelry is allowed for safety reasons.
- No gum chewing or food is allowed on the courts in our facilities.
- Player evaluations will be conducted at the beginning of the season, mid-season, and at the end of the season. This is a great opportunity to ensure the coach and player set consistent expectations.

## **ATTENDANCE POLICIES**

- Practices are mandatory for all players. If they can attend school, then they should attend practice. There are no exceptions for schoolwork or homework, it is the athlete's responsibility to balance school- work with practice.
- We REQUIRE that girls wear their practice shirts and solid black spandex, and kneepads to every practice in order to participate. It shows discipline and builds team unity and a consistent look within our academy. The team will have a team consequence for not complying with the team uniform.
- Athletes must arrive at the practice facility at least 5-10 minutes prior to the start of their practice. This will allow them to perform any pre-practice duties and warm-ups so they can walk onto the court at the scheduled time ready to go. It is disrespectful to the team and the coach to arrive late, so plan your travel time accordingly.

- If a player is injured we feel he or she should attend all practices. You may not be able to participate, but every practice gives you the opportunity to learn valuable lessons. Your team and coach will appreciate your support.
- If a player has to miss a practice for any reason, he/she must notify the coach or assistant coach prior to their practice time. It is the responsibility of the athlete or parent to notify the coach of any scheduled team event that the athlete will be missing with at least one week's notice for practices and two weeks' notice for tournaments.
- When an athlete has six (6) absences during the season, the Coach and Director will conduct a review to determine if that athlete should remain with the team and could be moved to a different team.
- Missing more than one half of a practice counts as an absence, flexibility will be extended to school dismissal time and school location as well as the location of your residence in relation to the practice site.
- The Coach and Director will evaluate all absences from practices and tournaments on a case by case basis. Attendance at practices and tournaments may affect playing time.
- Missing a part of any tournament counts as one absence
- Attendance at National Qualifiers and Regionals is mandatory
- NOTE- Transportation to practices and tournaments will be the responsibility of the parents.

## TOURNAMENT POLICIES

- All players are required to wear warm-up shirts with cover pants long or shorts at all times, including their arrival at the venue and between matches and during officiating duties.
- Top Select Gear will be required to use on travel days.
- Warm-Ups are also required to help keep their muscles warm for the next match.
- All players on the court are required to wear matching uniforms (except the libero jersey). Be sure to take care of your uniform as we do not have replacements and they are difficult to replace in a timely manner. Loss of a uniform will most likely result in a player's inability to play in tournaments until it can be replaced.
- All jerseys NEED to be brought to each day of EACH tournament.
- Jersey order will be provided by the Academy.
- We want to provide a consistent look with all the teams within Top Select. Players need to know that the only way we want them to stand out from the other players on their team is through their individual performances, not through their personal style.
- At local events, players should meet in the lobby of the facility at the time specified by your coach, in full uniform, and walk in together.
- At travel tournaments, players will meet in the lobby of the hotel at the time specified by your coach, in full uniform, and go to the venue as a group.
- Once inside the venue, the players will pick out a spot to line up their bags in a neat and orderly fashion. Organization is a must and it sends a message of strong discipline, and will help keep backpacks from getting misplaced or lost.
- You will be notified of wave/play assignments as soon as the information is available. Quite often that is only a day or two before a tournament.
- While at tournaments and other events, athletes are expected to stay together as a group and be prepared to play, or perform officiating duties at a moment's notice.

- All athletes must attend a referee clinic at the beginning of the season so that each athlete will be trained to help referee the games.
- All players are required to perform all officiating duties. A schedule of duties will be provided by your coach.
- When assigned to referee a match, the entire team must stay until the match begins. The scorekeeper will be at the table, the line judges will meet with the Ref, and the rest of the team will shag balls for the competing teams as they warm up their hitters. These are all small gestures, but they will be noticed and appreciated. We also expect that each team member will have her/his fair share of duties throughout the season.
- Unless you are in the final match of the tournament, you will be reffing before you go home. After a match, win or lose, good or bad officiating, the captains and coaches must go over and shake hands with the Up Ref, it is a sign of good sportsmanship and respect for the officiating staff.
- ALL players must remain with the team, even if they are not assigned a duty during that match. The entire team stays together until ALL plays are complete and a team meeting is held. We arrive as a team, and we leave as a team...remember...WE ARE A TEAM, ALL THE TIME!!
- Teams will be asked to eat together as specified by the coach. When at restaurants, the team and coaches will sit together at one table or seating area. Parents are invited to team meals, but will be asked to sit with other parents. It is important that the players do not break off into small groups or go off with their parents during this time. If someone needs to leave the group, he/she must first notify the coach and explain the severity of the situation and the need to break the rule of staying together.
- At away tournaments, (whenever players are missing school) all players will be required to attend a study hall. Players must bring schoolwork or something to read, or study, during this time. This is required since the student-athlete may be missing some school time and will not have time to study if we do not allot time for them to study as a group.
- We expect players to dress modestly and respectfully during non-playing times.
- Athletes will be responsible and take care of the teams and their own personal equipment.
- Athletes are required to bring a warm up ball to tournaments.
- Athletes will show up on time to all tournaments regardless of the location.
- No player should be allowed to leave a tournament early without an exceptional reason.

## **PLAYTIME POLICIES**

Probably the most difficult aspect of youth sports. The following policies are intended to allow families to read, acknowledge and appreciate the complexities of playing time and what development means at the elite level. These policies are intended to assist families in making sure they recognize that playing time is not guaranteed and that talking to a coach about your child's playing time is NOT the best way to handle the situation. We want your experience with our academy to be positive. The best way to ensure that all parties are working toward the same goal--of players improving over time, of producing winning attitudes, of encouraging winning team dynamics, and allowing players to take responsibility for their own improvement is part of our academy's objective.

- Playing time is not guaranteed and is 100% the decision of the coach, Non-negotiable. At tournaments, please understand that the coaches are doing their best to distribute playing time, but the main focus is team success; therefore, playing time is at the discretion of the coach.
- Playing time is Non-Negotiable with Coaches or Administrators. We have worked hard to secure only experienced coaches for our program. Everyone benefits from their coaching and playing experience even if they are not playing in a particular game or key situation.
- Parents are asked to NOT discuss playing time directly with a coach. The issue of coaches being confronted on playing time by parents is very complicated. We need a solid group of coaches to be successful. If coaches believe that parents are unwilling to allow them to make the decisions about player assignments on the court, we will risk the long-term availability of quality coaches which will not benefit anyone.
- We are asking you to trust the coaches' decisions and support your child, whatever their role on the team may be.
- Playing time is not guaranteed. The fee structure provides a learning experience along with many other benefits (instruction at practice, uniforms, court time, etc.).
- At tournaments, please understand that we will do our best to distribute playing time. However, our main focus is team success, not individual player success. Playing time at National and Regional Qualifiers will most likely be geared toward the best line-up.
- Skill development is guaranteed through practices, however equal playing time during tournaments is not guaranteed. Being a member of our academy is intended to provide each player with opportunities to improve through structured practices. We believe that players must show every effort to improve and work through the challenges of improving. We believe improvement starts with the work ethic and attitude shown at practice.
- Winning is only one way we gauge our academy's success. Everyone wants to win, but we realize that winning is not the only way to be successful.
- We feel that if we do our job training the athletes and work with them to reach their full potential then we will be successful. We know that at the end of the season, they will not remember how many matches they have won or lost, but they will know if they improved as players and if they had a good experience.
- **If there is a problem, players are asked to make every effort to discuss playing time directly with the coach.** Understanding what they can do to improve their performance and skills to give them more game time is a positive first step in achieving that goal. We believe this can be a very healthy experience for the player to get feedback from the coach. (As well as a learning experience for the player to discuss improvement opportunities).
- **If there is a conflict that needs to be resolved, a 24 hour rule will occur and then follow the chain of command.**
- We are asking all parents and players to please understand these expectations. We want the experience this year to be positive for all of our families.
- We want to provide a quality environment for everyone and therefore we feel we need to clearly express our expectations regarding this very sensitive issue.
- We need parents/guardians unconditional support regarding this matter.

- We support our coaches in making appropriate line-up decisions based on their professional judgment with regards to roles on the team and playing time on the court. Coaches have the responsibility, and the right, to make line-up adjustments during the competition as they deem appropriate.

## **ATHLETES' COMMITMENT**

We are looking for athletes who are willing to commit fully to our program. Before the athletes decide to try-out for Top Select, they must decide if they are willing to make the commitment involved. We expect all of our team members to attend every practice and every tournament. We feel strongly that our players must be student-athletes, and we believe that learning to plan and budget your time is one of the great benefits of athletic training. Education certainly comes first, however, you will know your practice schedule in advance, and therefore, we expect the players to plan their study and homework time around their practice schedule. The only excused absence from practice or tournaments would be an illness or a mandatory school event. Your tournament schedule for the year is given to you at the beginning of the season, and your teammates expect you to plan any other extracurricular activities around this competition schedule. Because we value the education of our student-athletes, in the event of an away tournament, we will have a study hall where everyone will be required to do homework. If a player does not have any homework, they will be asked to bring a book to read. Players on the Elite teams are highly recommended to have volleyball as their only sport.

We expect our players (and parents when applicable) to follow the guidelines set forth at all Top Select events whether a practice, a tournament, community service or a team event. Disobeying the rules will result in discipline and possible expulsion.

## **TEAM COMMITMENT**

Team Commitment ONE TEAM, ALL THE TIME - Volleyball is a TEAM sport and like any team effort, the success of the team, as a whole, depends on the individual members coming together and giving their best effort. We feel that lessons learned from making a commitment, being part of a team, and making some sacrifices in a program like ours can be carried over into other aspects of our athletes' lives. We want our players to understand what the words TEAM and TEAMMATE really stand for; a group of people who share a common goal together and understand and agree, to make the sacrifices necessary to make that goal become a reality. As part of a TEAM you must put individual needs aside for the good of the team, or the team is destined to fail. Individual glory is nothing compared to team success. We want the players to know that we are "ONE TEAM, ALL THE TIME". Being a part of a team within a larger organization and making sacrifices and commitments to help that team achieve success is possibly the greatest lesson to be learned from athletics.

If the athlete's team qualifies for USAV Nationals, the athlete is committed to attending the tournament with the team. If the athlete does not attend USAV Nationals, the athlete shall be placed on a less competitive level of team on the following season tryouts.

One final reiteration that conduct unbecoming of an athlete will not be tolerated at any Top Select Volleyball event. This covers a wide variety of circumstances, for example the use of

profanity, rude gestures toward anyone, disrespect of anyone's property, etc. Any diversion from the policies will result in disciplinary action from the coach and or the club.

**Athlete Release Policy** - The athlete/family in question must submit a written request for release to the Club Director, *German Del Valle*, at [info@topselectvolleyball.com](mailto:info@topselectvolleyball.com) and to the Florida Region at [membership@FloridaVolleyball.org](mailto:membership@FloridaVolleyball.org) stating the reason for the request. Club may deny request for release of the athlete.

Keep in mind that once you commit to a USAV organization, you are committed by USA Volleyball to that organization and you cannot change clubs during the season. If, for any reason, an athlete requests a release from the USAV, the athlete will need to complete the following items in order for Top Select Volleyball Academy to agree upon their release. The athlete must:

1. Complete USAV Club Release Request Form (see page 27)
2. Return all club gear provided for the current season
3. Remit **ALL** financial obligations agreed upon contractually. Payment Plan Option members must pay the full cost of the season.

**Transfer Policy** - A player can represent only one club during the Season. A change in geographical location of the family due to a change in job, military, scholastic or inner-collegiate status may receive special consideration. No player may participate in different Qualifying events with different clubs/teams. Proof of residency must be provided by the family at the time of the release/transfer request.

Once an athlete has participated in a National Qualifier Event (Regional or NQ) they may not be released for the rest of the season to another club. Please refer to the USA Volleyball (USAV) policy on releases on athletes that participate in regional or national qualifying/bid events. Please refer to the Girls' Junior National Qualifier/Spring Championships/Championships Manual.

## TEAM LEVELS

In order to meet the needs of the community, we offer several levels of instruction within our organization. We offer teams that compete at the local, state, and national level for the club season. We also offer camps, clinics and leagues throughout the year. We feel this structure enables us to offer all levels of volleyball to the athletes in our community. Although a strong focus of our program will be to offer the training required to play at the college level, we want to share our love of the game with all interested players, from the beginner to the elite athlete. We will provide every player the opportunity to reach his or her personal goals involving the sport of volleyball, whether it is to play at the collegiate level, improve as a high school player, or achieve a higher level of physical fitness. For the club season we are currently offering these four levels of teams:

### The **ELITE** Teams:

This program is for the athlete who has a strong desire to play volleyball in college. The athlete must be fully committed to making volleyball a number one priority over other activities. The members of our elite teams will travel out of state to National Qualifiers where they will compete against the top teams in the country. The players on our elite teams

must have the desire, athleticism, and skill level required to compete with the strongest college prospects. These teams practice three times a week and may have additional practices added. It is also highly recommended that these athletes work on their physical training aspects and do not compete in other sports that will have conflicting schedules with their team at Top Select Volleyball Academy.

#### The **TOP** Teams:

This program is designed for the player who may also have a strong desire or have an interest in playing volleyball in college. The athlete must be willing to make the sacrifices necessary for her/his progress and that of the team. While not quite as intense as the Elite Program, these teams are still very competitive. The members of our travel teams will compete in at least one National Qualifier.. These teams practice two to three times a week.

#### The **SELECT** Teams:

This program is designed for the player who may also have a strong desire to play and reinforce her fundamentals. These athletes may have interest in playing on their school team and may have some interest in playing in college. These teams are ideal for the multi-sport athlete whose involvement in other sports makes it difficult to commit to a travel schedule. These teams practice two times a week.

#### The **GOLD PROGRAM** Teams:

The Gold Program is our regular season-club volleyball alternative for families who want to receive GREAT training but do not yet want to commit to a full club season because of time commitments, travel commitments or financially. Gold Program teams are offered for the beginner to intermediate volleyball player ages 8-14. They practice two nights a week for 2 hours. Each Gold Program team could have up to 12 athletes with one coach. We practice two Gold Program teams together on the same court so up to 24 athletes and two coaches.

They play in one United League tournament per month (January, February, March and April) in addition to at least two 2-day local AAU tournaments. The United League tournaments are one day (on a Saturday) and will be located within a 2 hour radius of central Orlando. Tournament times are usually from 9 am until 4 pm.

Gold Program interested players will need to register and can attend regular season tryouts for their age group or Gold Only tryouts.

### **TEAM SELECTION**

Teams are selected by a committee of coaches. The participants will be grouped into their proper age divisions. During the tryouts, the participants will be given instruction on technique and skills. In addition to evaluating their skill levels, we will also be observing how they perform in game situations. Some attributes the coaches look for are: attitude, athletic ability, desire, leadership, strength, technique/skill, and game sense. Keep in mind that players are chosen for teams according to the position they play. To move a player up an age division will only be considered by the administration if it is considered to be in the best interest of the player, the academy, and the team's success.



During the tryout, participants will be called to talk to the coach who is selecting the team and they will be offered a position on their team. The athlete will need to accept or decline the position and will have up to 5 minutes to do so. They confirm with their parents their choice and they immediately proceed to sign the team commitment documents and pay their deposit. This commitment includes signing the Athlete Parent Commitment Form and payment of the initial deposit. After signing the USAV commitment, no release will be granted unless the player moves out of the Central Florida area. To participate in any of our tryouts or programs, you must first register. Please be aware that we **MUST** limit the time you will have to make a decision as a courtesy to other athletes. We will **NOT HOLD** or guarantee spots if you choose to decline the position.

## **PARENT COMMITMENT**

Parental Support - Most important is that our parents and families support their athlete by providing a positive environment that is conducive to growth. We expect our parents to be their child's TEAM's biggest fan when they win and especially when they lose.

Once teams are selected, we will be choosing a parent from each team to assist as a team chaperone who will work hand in hand with the coach. This person will assist the coaches during our travel and assign duties to other parents to make sure the team has all of its needs met. We prefer this person to be a parent that attends most practices and tournaments as we will also use him or her to pass information on to the other families on your team. The team Chaperone will also need to get an AAU and an USAV membership. In return they will be able to enter with the team at no cost to MOST major tournaments. We welcome and appreciate any support you can give us to make this the best year possible for our players, families, and coaches.

## **DUES, FEES, and FINANCIAL AGREEMENT:**

Upon accepting a team assignment, the parent/guardian must understand that is responsible for **ALL** fees due by the athlete. Top Select Volleyball cannot hold a place on a team without the deposit. Your dues/fees include, but are not limited to:

- Excellent training and coaching
- Tournament entry fees
- Administrative fees and office expenses
- Coaches' salaries
- Coaches' travel and lodging expenses
- Facility rental
- Recruiting for some teams (15U-18U)

Here are the policies:

- Parent/guardian is responsible to pay the club team deposit which is due at the time you accept the position during the scheduled tryout date.
- Club team deposit is NON REFUNDABLE under any and all circumstances with no exceptions, regardless of whether your daughter or son plays the entire season, decides to leave Top Select Volleyball Academy, is dismissed due to conduct violations or has any other reason to attempt to claim a refund.
- The parent/guardian is also responsible to pay the tuition in full.

- **Tuition fees are non-refundable** with two exceptions. One is because of a season ending injury in which a doctor's note is required to be provided to Top Select Volleyball Academy. The second exception would be if the athlete relocates away from Central Florida; then a **written** request to the Top Select needs to be submitted. NO REFUNDS will be granted after March 1st of the current season for any reason. Once a request is submitted, tuition will be prorated with the exception of monies already spent (example: tournament entry fees, uniforms, etc.).
- In the case of a pandemic that renders our business to be closed, tuition credit will be calculated by adding the amount for refunded tournament costs, unused coaches fees, and unused court fees and dividing it by the number of players on the team, for the time that Top Select is unable to provide service. If there is a balance due amount on a player's account at that time, such amount will be deducted from the credit amount calculated.
- Fees may be paid in full by check or credit card at tryouts or on a payment schedule (credit card required). If on a payment schedule/plan contract, TSVA is entitled to receive the entire contract balance at the specified due date.
- Failure to comply with payments can result in removal from the team.
- Past due payments (7 days or more) will be referred to a collection agency and the parent/guardian will be responsible to pay all collection fees.
- Top Select Volleyball Academy will offer a 5% discount to siblings.

## TRAVEL POLICIES

Top Select Volleyball Academy has some teams that travel regularly to play in tournaments, and have some teams who travel is limited to a few events per season, and some teams where there is no travel other than local travel to and from our own area.

First and foremost...please keep in mind that when the team participates in a tournament, whether in town or away, the player's time and attention belongs to the coach. From the time the player arrives at the tournament location, until the player is dismissed from the tournament by the coach to return home, they are under the direction of the coach. As hard as it is for parents to let someone else take control, the coach will be making decisions based on what is best for the TEAM, not the individual player. The coach will set the curfew, the coach will excuse the players from the gym, the coach will set meeting, study hall, and gathering times for the team, the coach may want the team to watch videos or training films, the coach will make sure the entire team spends mealtime together. Top Select Volleyball Academy issued Shirts are required to be used on travel days.

We prohibit all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Volleyball SafeSport Handbook. Top Select Volleyball Academy has established policies to guide our travel, minimize one-on-one interactions and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience.

We distinguish between travel to training, practice and local tournaments ("local travel") and team travel involving an overnight stay ("team travel").

**Local Travel** - Local travel occurs when Top Select does not sponsor, coordinate or arrange for travel.

- Players and/or their parents/guardians are responsible for making all arrangements for local travel.
- The team and its coaches, managers or administrators should avoid responsibility for arranging or coordinating local travel.
- It is the responsibility of the parents/guardians to ensure the person transporting the minor player maintains the proper safety and legal requirements, including but not limited to: a valid driver's license, automobile liability insurance, a vehicle in safe working order, and compliance with applicable state laws.
- The employees, coaches and/or volunteers of Top Select or one of its teams, who are not also acting as a parent, should not drive alone with an unrelated minor player.

**Team Travel** - Team travel or overnight travel that occurs with Top Select Volleyball Academy or one of its teams or designee sponsors, coordinates or arranges for travel so that our team can compete locally, regionally or nationally. Because of the greater distances, coaches, staff, volunteers, and chaperones will often travel with the players.

- No coach or chaperone shall at any time be under the influence of drugs or alcohol while performing their coaching and/or chaperoning duties. In all cases involving travel, parents have the right to transport their minor player.
- Prior to any travel, coaches will endeavor to make players and parents aware of all expectations and rules.
- Coaches will also support chaperones and/or participate in the monitoring of the players for adherence to curfew restrictions and other travel rules.
- If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken, or immediately after.
- All athletes will attend a mandatory study hall for travel tournaments that REQUIRE a hotel stay.

**Hotels** - Top Select will provide reasonable advance notice before team travel which will include information on hotels which will be posted on our website. We do send out emails but it is essential that you look for information on the website for hotel information as they have deadlines.

- **Stay and Play Tournament Policies**
  - Many of the tournaments that require an overnight stay have a "Stay and Play" Policy which requires **ALL** players on the team roster to stay at the hotel assigned to the Academy and must be listed on the hotel room listing or they will be disqualified from playing in the tournament.
- **Top Select Stay As Team Policy**
  - Aside from "Stay and Play" tournament policies stated above, athletes are not only **REQUIRED** to stay at the assigned hotel **BUT** they also must be listed on the hotel room listing or they will be disqualified from playing in the tournament.
  - Families with multiple kids playing on different teams at the same tournament will be addressed on a case-by-case basis by the Academy.

- Room blocks have a firm cut off point to secure your room and it is the responsibility of the athlete's parents to make the reservations before the deadline.
- Reservations must be made on the provided links on the team page
- **Exceptions to Top Select Stay As Team Policy**
  - Top Select provides a choice of hotel and it will be up to the parent to decide if they would like to stay there, use award points, stay with relatives/friends or drive.
  - These non-stay and play tournaments are usually relatively local tournaments such as Daytona Beach. If any other location is considered an exception, it will be listed on the hotel list on the team page.
- Athletes travel with their parents unless other arrangements are made by the parent.
- All hotel expenses are in addition to the club fees.
- Athletes should ARRIVE BY 8:00 PM THE NIGHT BEFORE the tournament and check in with their coach.
- While in hotels, we expect the athletes to respect the property and privacy of others in the hotel. Loud or rowdy behavior will not be tolerated.
- Our club is made up of male and female athletes across various ages. Athletes will only share a room with other athletes of the same sex and age group. We will make every effort to provide these groups with at least one chaperone of the same gender. However, we rely on parents to serve as chaperones and may be limited in providing this match.
- Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling or spouse of that particular athlete).
- Individual meetings between a coach and a player may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present, with at least one of those adults being the same gender as the player.
- Under no circumstances will athletes be allowed to entertain guests (non-teammates) in their hotel rooms. Violation of this rule will result in immediate expulsion from our program. This includes anyone but parents and/or siblings (no opposite gender sibling should be in the rooms if a non-sibling teammate is staying in the room). Visitors should be restricted to the hotel lobby.
- Doors to team rooms should NEVER be left propped open with the night latch for re-entry.
- Under no circumstances will athletes enter another guest's room within the hotel that is not a Top Select parent, player or coach.
- The coach or his/her designee will establish a curfew when all players must be in their hotel rooms or in a supervised location.
- At curfew time, athletes will turn in their phones at that time and "Lights Out" means lights, TVs, computers, etc. are all to be off at this time. This is to allow the athlete adequate sleep so they will be able to perform to the best of their ability.
- Players not in their room at curfew will lose playing time the following day (at the very least); more severe punishment is at the discretion of the coach and/or staff.
- Regular monitoring and curfew checks will be made of each room by at least two properly background screened adults.

- **At no time should only one non-parent adult be present in a room with minor players, regardless of gender.**
- During non-playing periods, athletes are expected to let the coach or team chaperone know of their whereabouts.
- At no time will an athlete be allowed to leave hotel property without the permission of their coach or chaperone

#### **Flights –**

- Athletes should travel with their parents or designated chaperone to the tournament location.
- Since the whole purpose of the trip is to compete with the best volleyball players in the nation, we feel that the athletes are expected to ARRIVE BY 8:00 PM THE NIGHT BEFORE in order to get a good night's sleep prior to their first day of competition. This will also help with team building, as time spent together off the court contributes to a tight team on the court.
- We are at the mercy of the airlines on flight times, but we will try to schedule flights as late in the day as possible without having a LATE arrival time at our destination. This will reduce the time the players will miss from school and make it easier for parents to join us.
- The team is required to wear Top Select gear when they travel.
- The cost of flights is in addition to the club dues.

One last note on travel is that ALL Players will need to bring additional money to cover their own food expenses and any incidental expenses when they travel.

#### **PHOTO AND VIDEO RELEASE**

I grant Top Select Volleyball Academy the right to take photographs and/or audio, and/or video of me and my family in connection with the volleyball events, such as camps, practices, and tournaments. I authorize Top Select Volleyball Academy, its agents and assigns and transferees to copyright, use and publish the same in print and/or electronically. I agree that Top Select Volleyball Academy may use such photographs of me with or without my name and for any lawful purpose, including publicity, illustration, advertising, media releases and web content.

Minor Athlete Abuse Prevention Policies provided by USA Volleyball and adopted by Top Select Volleyball Academy . Attached full MAAP (01/01/20225).



***USAVolleyball***

**MINOR ATHLETE ABUSE PREVENTION POLICIES (“MAAPP”)**

**Publication Date: December 20, 2024**

**Effective Date: January 1, 2025**

## INTRODUCTION

The U.S. Center for SafeSport (the Center) is committed to building a sport community

where Participants can work and learn together in an atmosphere free of emotional, physical, and

sexual misconduct. The most commonly used terms throughout this document are defined in the

Terminology section in the back of this document.

## AUTHORITY

The Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of

2017 authorizes the Center to develop training and policies to prevent abuse—including physical, emotional, and sexual abuse—within the U.S. Olympic and Paralympic Movement. 36 U.S.C. § 220542(a)(1). Federal law requires that, at a minimum, national governing bodies and paralympic sports organizations *must offer and give consistent training related to the prevention of child abuse: (1) to all adult members who are in regular contact with amateur athletes who are minors and (2) subject to parental consent, to members who are minors.* 36 U.S.C. § 220542(a)(3). Federal law requires that these policies contain reasonable procedures to limit unobservable and uninterruptible one-on-one interactions between an amateur athlete, who is a minor, and an adult, who is not the minor’s legal guardian, at facilities under the jurisdiction of organizations within the U.S. Olympic and Paralympic Movement. 36 U.S.C. § 220542(a)(2). To that end, the Center has developed the Minor Athlete Abuse Prevention Policies (“MAAPP”).

What is MAAPP?

The MAAPP is a collection of proactive prevention and training policies for the U.S.

**Olympic and Paralympic Movement. It has four primary components:**

- 1. Organizational Requirements for Education & Training and Prevention Policies;**
- 2. An Education & Training Policy that requires training for certain Adult Participants within the Olympic and Paralympic Movement;**
- 3. Required Prevention Policies, focused on limiting one-on-one interactions between Adult Participants and Minor Athletes that Organizations within the Olympic and Paralympic Movement must implement to prevent abuse;**
- 4. Recommended Prevention Policies.**

**The Center developed the MAAPP to assist National Governing Bodies (NGBs), Local**

**Affiliated Organizations (LAOs), the U.S. Olympic and Paralympic Committee (USOPC), and other individuals to whom these policies apply in meeting their obligations under federal law (*Note: implementing these policies does not guarantee that an organization or individual fully complies with federal law or all applicable legal obligations*). These Organizations should share these policies with all Participants and with parents/guardians of minor athletes. Those implementing these policies should consider the physical and cognitive needs of all athletes.**

**The MAAPP focuses on just two important aspects of a much larger comprehensive abuse prevention strategy. These policies address training requirements and limiting one-on-one interactions between adults and minor athletes. These policies are intended to be enforceable and reasonable, acknowledging, for example, that when a 17-year-old athlete turns 18, they become an adult athlete, and a complete prohibition of one-on-one interactions may not be necessary or practical. Additionally, there may be other instances when one-on-one interactions could occur, and in those cases, these policies provide strategies so parents/guardians can provide informed consent if they choose to allow a permitted interaction. The Center recommends that parents first complete training on abuse prevention to be informed about potential boundary violations and concerns before consenting to the interaction.**



While the MAAPP will help organizations implement these policies to greatly improve minor athlete safety, in no way can they guarantee athlete safety in all circumstances, especially when the policies are not fully implemented, followed, or monitored. These policies are not comprehensive of all prevention strategies, nor are they intended to be. These policies should be implemented alongside the SafeSport Code. Additionally, other resources are available that may assist organizations in improving athlete safety..<sup>1</sup>

### **How Does the Center Ensure Compliance with the MAAPP?**

Federal law requires the Center to conduct regular and random audits of the NGBs to ensure

compliance with these policies. 36 U.S.C. § 220542(a)(2)(E). More specific organizational

compliance requirements can be found in Part I. Additionally, it is the responsibility of the USOPC and each NGB, LAO, and Adult Participant to comply with the MAAPP. The aforementioned Organizations can address violations of the MAAPP by Adult Participants in their respective programs. Adult Participants also have an independent responsibility to comply with these MAAPP provisions. Violations of these provisions can result in sanctions under the SafeSport Code.

### **Is the MAAPP Different from the SafeSport Code?**

Yes. The SafeSport Code works alongside the MAAPP to prevent abuse. The MAAPP

includes proactive prevention policies for organizations and individuals, while the SafeSport Code contains misconduct policies for individuals. However,

violations of the MAAPP can violate the SafeSport Code, and violators who are also Participants can be sanctioned.

## SCOPE

**The MAAPP Applies to “In-Program Contact” Within the Olympic and Paralympic**

**Movement**

The MAAPP, or a policy containing the minimum required components of the MAAPP, is required for the U.S. Olympic & Paralympic Committee (USOPC), National Governing Bodies (NGB), and Local Affiliated Organizations (LAO) within the Olympic and Paralympic Movement (each an “Organization”).

Some policies impose requirements on Organizations at sanctioned events and facilities

partially or fully under the Organization’s jurisdiction. For example, Organizations must monitor

locker rooms at their facilities and sanctioned events. Other policies impose certain requirements

on Adult Participants under the Organization’s jurisdiction when the Adult Participant is having

“In-Program Contact.” For example, Adult Participants cannot have one-on-one meetings with a

Minor Athlete unless it is observable and interruptible.

## **Who is a Minor Athlete?**

**A Minor Athlete is an amateur athlete under 18 years of age who participates in, or participated**

**within the previous 12 months in, an event, program, activity, or competition that is part of, or**

**partially or fully under the jurisdiction of USA Volleyball and its LAOs.<sup>2</sup>**

**Partial or Full Jurisdiction: Includes any sanctioned event (including all travel and lodging in connection with the event) by USA Volleyball and its LAOs, or any facility that USA Volleyball or its LAOs owns, leases, or rents for practice, training, or competition.**

<sup>2</sup> This term shall also include any minor who participates in, or participated within the previous 12 months in, a nonathlete role partially or fully under the jurisdiction of an NGB, USOPC, or LAO. Examples include, but are not limited to: officials, coaches, or volunteers.

## **Who is an Adult Participant?**

**An Adult Participant is any adult (18 years of age or older) who is:**

- 1. A member or license holder of USA Volleyball;**
- 2. An employee or board member of USA Volleyball or its LAOs;**
- 3. Within the governance or disciplinary jurisdiction of USA Volleyball or its LAOs;**

**4. Authorized, approved, or appointed by USA Volleyball or its LAOs to have regular contact with or authority over minor athletes.**<sup>3</sup>

### **What is In-Program Contact?**

**In-Program Contact includes sanctioned events and facilities, but it also applies more**

**broadly to sport-related interactions. The MAAPP defines “In-Program Contact” as:**

*Any contact (including communications, interactions, or activities) between an Adult*

*Participant and any Minor Athlete(s) related to participation in sport.*

**Examples of activities related to participation in sport that could be identified as In Program Contact include, but are not limited to: competition, practices, camps/clinics, training/instructional sessions, pre/post-game meals or outings, team travel, review of game film, team- or sport-related relationship building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community service, sport education, or competition site visits.**

### **Am I required to take SafeSport Training?**

**Certain Adult Participants within the Olympic and Paralympic Movement who have (i) regular**

contact with amateur athletes who are minors, (ii) authority over amateur athletes who are minors, or (iii) are employees or board members of USA Volleyball and its LAOs are required to take training. The specific training requirements can be found in Part II.

<sup>3</sup> This may include volunteers, medical staff, trainers, chaperones, monitors, contract personnel, bus/van drivers,

officials, adult athletes, staff, board members, and any other individual who meets the Adult Participant definition.

## **PART I ORGANIZATIONAL REQUIREMENTS FOR EDUCATION & TRAINING**

### **AND PREVENTION POLICIES**

All NGBs, LAOs, and the USOPC, in this case “USA Volleyball”, must implement proactive

policies designed to prevent abuse. These organizational requirements are described below.

#### **A. Organizational Requirements for Education & Training**

1. USA Volleyball must track whether Adult Participants under its jurisdiction complete the required training listed in Part II.

**2. USA Volleyball must, every 12 months, offer and, subject to parental consent, give training to minor athletes on the prevention and reporting of child abuse.**

**a. For training to minor athletes, USA Volleyball must track a description of the training and how the training was offered and provided to minor athletes.**

**b. USA Volleyball is not required to track individual course completions of minor athletes.**

**3. USA Volleyball must, every 12 months, offer training to parents on the prevention and reporting of child abuse.**

**a. For training to parents, USA Volleyball must track a description of the training and how the training was offered and provided to parents.**

**b. USA Volleyball is not required to track individual course completions of parents.**

## **B. Required Prevention Policies and Implementation**

**1. USA Volleyball must develop minor athlete abuse prevention policies to limit one-on-one interactions between a Minor Athlete and an Adult Participant. These policies must contain the mandatory components of the Center's model policies in Part III. These model policies cover:**

**a. Meetings**

**b. Individual training sessions**

**c. Therapeutic and Recovery Modalities and Manual Therapy**

**d. Locker rooms and changing areas**

**e. Electronic communications**

**f. Transportation**  
**g. Lodging and Residential Environments**

**2. The policies must be approved by the Center as described in subsection (C) below. The policies may include the recommended components in Part III and the recommended policies in Part IV. Given the uniqueness of each sport, however, some recommended components or policies may not be feasible or appropriate. Such concerns should be addressed with the Center during the Policy Approval and Submission Process discussed below. USA Volleyball may choose to implement stricter standards than the model policies.**

**3. USA Volleyball must also require that its LAOs implement these policies within each LAO.**

**4. USA Volleyball and its LAOs must implement these policies for all In-Program Contact.**

**a. At sanctioned events and facilities partially or fully under its jurisdiction, the Organization must take steps to ensure the policies are implemented and followed.**

**b. For In-Program Contact that occurs outside USA Volleyball's and LAOs'**

**sanctioned event or facilities, implementing these policies means:**

- i. Communicating the policies to individuals under its jurisdiction;**
- ii. Establishing a reporting mechanism for violations of the policies;**
- iii. Investigating and enforcing violations of the policies.**

**5. USA Volleyball and its LAOs must have a reporting mechanism to accept reports that an Adult Participant is violating USA Volleyball's Minor Athlete Abuse Prevention Policies. The Organization must appropriately investigate and resolve any reports received, unless the violation is reported to the Center and it exercises jurisdiction over the report. This requirement is in addition to requirements to report abuse under the SafeSport Code.**

### **C. Policy Approval and Submission Process**

**1. USA Volleyball may adopt the mandatory minimum requirements of the MAAPP as-is or adapt it to fit their needs. Regardless, USA Volleyball must submit their policies to the Center at [compliance@safesport.org](mailto:compliance@safesport.org) for review and approval by April 1, 2024. The Center will approve, approve with modifications, or deny the policies. If the Center denies the proposed policy, the mandatory components of Part III of the Center's Model MAAPP become the default policy until the Center approves the policy.**

**2. USA Volleyball must require their LAOs to incorporate the mandatory components of Part III. USA Volleyball may require that their LAOs implement USA Volleyball policies, which may be more stringent than the policies in Part III.**

**3. The mandatory components of Part III will serve as the default policy for any Organization that fails to develop its own policy as required by this section.**

**Any changes made to USA Volleyball's MAAPP after the policy is approved must be submitted to the Center for approval. The previously approved MAAPP will remain in effect until written approval is provided to USA Volleyball from the Center.**



## **PART II EDUCATION & TRAINING POLICY**

### **A. Mandatory Child Abuse Prevention Training for Adult Participants**

#### **1. Adult Participants Required to Complete Training**

**a. The following Adult Participants must complete the *SafeSport® Trained Core Course* through the Center's online training:**

- i. Adult Participants who have regular contact with any amateur athlete(s) who is a minor;**
- ii. Adult Participants who have authority over any amateur athlete(s) who is a minor;**
- iii. Adult Participants who are an employee or board member of USA Volleyball or its affiliate LAOs.**

#### **2. Timing of Training**

**Adult Participants must complete this training before regular contact with an amateur athlete who is a minor begins or within the first 45 days of either initial membership or upon beginning a new role subjecting the adult to this policy, whichever comes first.**

#### **3. Refresher Training**

**The above-listed Adult Participants must complete a refresher course every 12 months, beginning the calendar year after completing the *SafeSport® Trained Core Course*. Every four years, Adult Participants will complete the *SafeSport® Trained Core Course* training. Medical providers can take the Health Professionals Course in lieu of the *SafeSport® Trained Core Course* and are required to take the refresher courses on an annual basis if they meet the criteria for A(1).**

### **B. Minor Athlete Training Must Be Offered**

1. USA Volleyball, every 12 months, must offer and, subject to parental consent, give training to minor athletes on the prevention and reporting of child abuse. USA Volleyball offers this training in its welcome letter to members.

2. The Center offers youth courses, located at [safesporttrained.org](https://safesporttrained.org), that meet this requirement.

### C. Parent Training Must Be Offered

1. USA Volleyball, every 12 months, must offer training to parents on the prevention and reporting of child abuse. USA Volleyball offers this training in its welcome letter to members.

2. The Center offers a parent course, located at [safesporttrained.org](https://safesporttrained.org), that meets this requirement.

### D. Optional Training

1. Adult Participants serving in a volunteer capacity, who will not have regular contact with or authority over any amateur athlete(s) who is a minor, should take the Center's brief Volunteer Course (or *SafeSport® Trained Core Course*) before engaging or interacting with any minor athlete(s).

2. USA Volleyball may provide training *in addition to* the *SafeSport® Trained Core Course*, although they cannot refer to this training as "SafeSport" training. Training other than the *SafeSport Trained Core Course* or Refresher does not satisfy this policy.

**3. Parents of minor athletes are provided free online access to the Center's parent course and are encouraged to take the training.**

#### **E. Exemptions and Accommodations**

**The Center's online training courses contain information about various forms of abuse. The courses do not include graphic descriptions of abuse or show violent images or video. The content may be uncomfortable or trigger trauma for some participants.**

**1. Exemptions to the online training requirement may be requested by survivors of abuse and misconduct. Survivors of abuse can request an exemption by contacting USA Volleyball or can choose to contact the Center directly to request an exemption at [exemptions@safesport.org](mailto:exemptions@safesport.org). All exemptions granted by the Center or by USA Volleyball in this category are considered indefinite. The Center will track all requests for exemptions upon notification from USA Volleyball.**

**2. Exemptions to the online training requirement for reasons other than survivor of abuse and misconduct are limited to cognitive or physical disability or language barrier. Requests for these exemptions must be made by the individual to USA Volleyball. USA Volleyball will determine whether to grant the exemption. If USA Volleyball grants the exemption, it must track the exemption to ensure it is appropriately applied to the individual's membership status. USA Volleyball must preserve documentation that the exemption was granted and for what duration.**

**3. The Center has several options available to assist individuals in completing the online training courses, including screen reader-compatible versions and course availability in several languages, including English, Spanish, French, Mandarin, Russian, German, and Japanese. If none of the available options will fit the individual's needs, USA Volleyball may determine whether to grant an exemption.**

## PART III REQUIRED POLICIES FOR ONE-ON-ONE INTERACTIONS

The U.S. Center for SafeSport recognizes that youth-adult relationships can be healthy and

valuable for development. Policies on one-on-one interactions protect children while allowing for these beneficial relationships. As child sexual abuse is often perpetrated in isolated, one-on-one situations, it is critical that organizations limit such interactions between youth and adults and implement programs that reduce the risk of sexual abuse.

All one-on-one In-Program Contact between an Adult Participant and a Minor Athlete must be *observable and interruptible*, except in emergency circumstances or with a documented exception.

### EXCEPTIONS

There are certain relationships and situations in which one-on-one interactions may be allowed or necessary. This section identifies policy exceptions for close-in-age relationships, Personal Care Assistants, dual relationships, and emergencies.

The following exceptions are applicable within all Required Prevention Policies unless

otherwise noted.

## **A. Mandatory Components**

### **1. A Close-in-Age Exception**

**The purpose of this exception is to allow for continued relationships among athletes on the same team.**

**This exception allows for one-on-one In-Program Contact between an Adult Participant and a Minor Athlete if:**

- a. The Adult Participant has no authority over the Minor Athlete; and**
- b. The Adult Participant is not more than 4 years older (determined by birth date) than the Minor Athlete.**

***Note: This exception is different than the close-in-age exception in the SafeSport Code***

***pertaining to misconduct.***

### **2. Exceptions for Adult Participant Personal Care Assistants Working with a Minor Athlete**

**This exception exists for Adult Participants who also assist an athlete with activities of daily living and preparation for athletic participation.**

**This exception allows for one-on-one In-Program Contact between an Adult Participant and a Minor Athlete if the following requirements are met:**

- a. the Minor Athlete's parent/guardian has provided written consent to USA**

Volleyball and/or its Region for the Adult Participant Personal Care

Assistant to work with the Minor Athlete; and

b. the Adult Participant Personal Care Assistant has complied with the

Education & Training Policy; and,

c. the Adult Participant Personal Care Assistant has complied with USA

Volleyball background screening policy.

### **3. Exceptions for Dual Relationships**

This exception allows for one-on-one In-Program Contact when the Adult Participant has a relationship with a Minor Athlete that is outside of the sport program. The exception requires written consent of the Minor Athlete's parent/guardian at least annually. The consent must identify for which Required Prevention Policies the parent/guardian is allowing the one-on-one In-Program Contact.

### **4. Emergency Exception**

This exception applies to all Required Prevention Policies for situations where an Adult Participant must violate requirement(s) of the MAAPP due to an emergency. Adult Participants must carefully consider whether specific circumstances meet the threshold of "emergency." Adult Participants should document emergency situations in accordance with USA Volleyball's protocols.

The Center recommends parents take training on child abuse prevention before providing consent to the above exceptions. The Center offers a free Parent Course at [safesporttra](https://safesporttra.org)

## **MEETINGS POLICY**

**Sexual abuse often happens when children are alone with their abusers. This section provides**

**policies for meetings to limit one-on-one interactions between children and adults, including**

**mental health care professionals and licensed health care providers.**

### **A. Mandatory Components**

#### **1. Observable and Interruptible**

**a. Adult Participants must ensure that all In-Program meetings with Minor Athletes be observable and interruptible, unless an exception exists.**

#### **2. Meetings with licensed mental health care professionals and health care providers (other than athletic trainers.<sup>4</sup>)**

**If a licensed mental health care professional, licensed health care provider, or a student under the supervision of a licensed mental health care professional or licensed health care provider, meets one-on-one with a Minor Athlete at a sanctioned event or a facility, which is partially or fully under USA Volleyball or its Region's jurisdiction, the meeting must be observable and interruptible except:**

- a. If the door remains unlocked; and**
- b. Another adult is present at the facility and notified that a meeting is occurring,**  
**although the Minor Athlete's identity needs not be disclosed; and**

- c. USA Volleyball or its Regions is notified that the professional or provider will be meeting with a Minor Athlete; and,
- d. The professional or provider obtains consent consistent with applicable laws and ethical standards, which can be withdrawn at any time.

## **B. Recommended Components**

### **1. Parent Training**

Parents/guardians receive the U.S. Center for SafeSport’s education and training on child abuse prevention before providing consent for their Minor Athlete to have a meeting or training session with an Adult Participant subject to these policies.

<sup>4</sup> Athletic trainers who are covered under these policies must follow the “Manual Therapy and Therapeutic and

Recovery Modalities” policy.

## **TRAINING SESSIONS POLICY**

Some abusers will single out athletes for special one-on-one instruction. This kind of isolation

provides opportunities for abuse to occur. This section establishes rules for individual and group



training sessions to protect youth athletes from uncomfortable or unsafe situations.

## **A. Mandatory Components**

### **1. Observable and Interruptible**

Adult Participants must ensure all In-Program individual and group training sessions with a Minor Athlete be observable and interruptible unless an exception exists.

### **2. Consent**

The Adult Participant providing individual training sessions must receive advance, written consent from the Minor Athlete's parent/guardian at least annually, which can be withdrawn at any time; and

### **3. Parent Observation**

Parents/guardians must be allowed to observe individual and group training sessions.

## **B. Recommended Components**

### **1. Monitoring**

If a permitted meeting or training session takes place between an Adult Participant(s) and a Minor Athlete(s) at a facility partially or fully under USA Volleyball and its Region's jurisdiction, another Adult Participant will monitor each meeting or training session. Monitoring includes reviewing the parent/guardian consent form, knowing that the meeting or training session is occurring, knowing the approximate planned duration of the

meeting or training session, and dropping in on the meeting or training session.

## **2. Parent Training**

Parents/guardians receive the U.S. Center for SafeSport's education and training on child abuse prevention before providing consent for their Minor Athlete to have a meeting or training session with an Adult Participant subject to these policies.

# **MANUAL THERAPY AND THERAPEUTIC AND RECOVERY MODALITIES POLICY.<sup>5</sup>**

Many athletes require therapies to prevent or treat injuries. However, these treatment sessions can place children in vulnerable positions, especially if they involve physical contact with adults. This section establishes standards for therapeutic and recovery modalities and manual therapy to reduce the risk of inappropriate contact between youth and adults.

## **A. Mandatory Components**

**Note:** Only the emergency exception applies within this policy.

### **1. Observable and Interruptible**

Adult Participants must ensure that all In-Program Contact during manual therapy and therapeutic modalities and recovery modalities with Minor Athletes must be observable and interruptible.

## **2. Manual Therapy and Therapeutic and Recovery Modalities Requirements**

**Adult Participants must ensure all In-Program manual therapy and therapeutic and recovery modalities meet the following requirements:**

- a. Have another Adult Participant physically present for the modality or manual therapy; and**
- b. Have documented consent as explained in subsection (4) below; and**
- c. Be performed with the Minor Athlete fully or partially clothed, ensuring that the breasts, buttocks, groin, or genitals are always covered; and**
- d. Allow parents/guardians in the room as an observer, except for competition or training venues that limit credentialing; and**
- e. The provider must narrate the steps in the modality before taking them, seeking assent of the Minor Athlete throughout the process.**

## **3. Consent**

- a. Providers of manual therapy, therapeutic modalities, or recovery modalities or USA Volleyball and its Regions, when applicable, must obtain consent at least annually from Minor Athletes' parents/guardians before providing any manual therapy, therapeutic modalities, or recovery modalities.**
- b. Minor Athletes or their parents/guardians can withdraw consent at any time.**

<sup>s</sup> Manual therapy and therapeutic and recovery modalities can be different for each sport. They can include, but are

not limited to: first aid, massage, taping, cupping, stretching, cryotherapy, neuromuscular stimulations, electrical

stimulation, or other modalities within the scope of a Healthcare Provider's credentials.

## **B. Recommended Components**

### **1. Parent Training**

**Parents/guardians receive the U.S. Center for SafeSport education and training on child abuse prevention before providing consent for their Minor Athlete to receive a manual therapy, therapeutic modality, or recovery modality.**

**2. When possible, techniques should be used to reduce physical touch of Minor Athletes.**

**3. Only licensed providers should administer manual therapy, therapeutic modalities, or recovery modalities.**

**4. Coaches, regardless of whether they are licensed massage therapists, should not massage Minor Athletes.**

## **LOCKER ROOMS AND CHANGING AREAS POLICY**

**Young athletes may be especially vulnerable to abuse in changing areas where they are undressing and possibly showering. Appropriate monitoring is necessary in these areas to prevent abuse and other inappropriate conduct. This section outlines policies for locker rooms and changing areas to ensure privacy and safety.**

## **A. Mandatory Components**

### **1. Observable and Interruptible**

**Adult Participants must ensure that all In-Program Contact with Minor Athlete(s) in a locker room, changing area, or similar space where Minor Athlete(s) are present is observable and interruptible, unless an exception exists.**

### **2. Conduct in Locker Rooms, Changing Areas, and Similar Spaces**

**a. No Adult Participant or Minor Athlete can use the photographic or recording capabilities of any device in locker rooms, changing areas, or any other area**

**designated as a place for changing clothes or undressing.**

**b. Adult Participants must not remove their clothes or behave in a manner that**

**intentionally or recklessly exposes their breasts, buttocks, groin, or genitals to a**

**Minor Athlete in a locker room or changing area.**

**c. Adult Participants must not shower with Minor Athletes unless:**

**i. The Adult Participant meets the Close-in-Age Exception;  
or**

**ii. The shower is part of a pre- or post-activity rinse while wearing swimwear.**

**d. Parents/guardians may request in writing that their Minor Athlete(s) not change or shower with Adult Participant(s) during In-Program Contact. USA Volleyball and its LAOs and the Adult Participant(s) must abide by this request.**

### **3. Media and Championship Celebrations in Locker Rooms**

**USA Volleyball and its Regions may permit recording or photography in locker rooms for the purpose of highlighting a sport or athletic accomplishment if:**

**a. Parent/legal guardian consent has been obtained; and**

- b. USA Volleyball and its Regions approves the specific instance of recording or photography; and
- c. Two or more Adult Participants are present; and
- d. Everyone is fully clothed.

#### **4. Personal Care Assistants**

Adult Participant Personal Care Assistants are permitted to be with and assist Minor Athlete(s) in locker rooms, changing areas, and similar spaces where other Minor Athletes are present, if they meet the requirements detailed on page 14.

#### **5. Availability and Monitoring of Locker Rooms, Changing Areas, and Similar Spaces**

- a. USA Volleyball and its LAOs must provide a private or semi-private place for Minor Athletes that need to change clothes or undress at sanctioned events or facilities partially or fully under USA Volleyball's jurisdiction. USA Volleyball does not utilize changing rooms at its events. If USA Volleyball did utilize changing rooms, it would follow the above procedures.
- b. IF locker rooms, changing areas, or similar spaces are used at USA Volleyball events, USA Volleyball and its LAOs must monitor their use to ensure compliance with these policies at sanctioned events or facilities partially or fully under USA Volleyball and its Region's jurisdiction.

## **ELECTRONIC COMMUNICATIONS POLICY.<sup>6</sup>**

**Technology has made it easier for teams to communicate and share information. Unfortunately, it also makes it easier for abusers to contact children without supervision or share inappropriate**

**images and video. This section sets standards for appropriate electronic communications between**

**youth and adults.**

### **A. Mandatory Components**

#### **1. Open and Transparent**

**a. All one-on-one electronic communications between an Adult Participant and a**

**Minor Athlete must be Open and Transparent, unless an exception exists.**

**b. “Open and Transparent” means that the Adult Participant copies or includes the**

**Minor Athlete’s parent/guardian, another adult family member of the Minor**

**Athlete, or another Adult Participant on every communication.**

- If a Minor Athlete communicates with the Adult Participant first, the Adult Participant must follow this policy if the Adult Participant responds.**

**c. Only platforms that allow for Open and Transparent communication may be used to communicate with Minor Athletes.**

#### **2. Team Communication**

**When an Adult Participant communicates electronically to the entire team or any number of Minor Athletes on the team, the Adult Participant must copy or include the Minor Athletes' parents/guardians, another adult family member of the Minor Athletes, or another Adult Participant.**

### **3. Content**

**All electronic communication originating from an Adult Participant(s) to a Minor Athlete(s) must be professional in nature unless an exception exists.**

### **4. Requests to Discontinue**

**Parents/guardians may request in writing that USA Volleyball and its LAOs or an Adult Participant not contact their Minor Athlete through any form of electronic communication. USA Volleyball, its LAOs and the Adult Participant must abide by any request to discontinue, absent emergency circumstances.**

<sup>6</sup> Electronic communications include, but are not limited to: email, phone calls, videoconferencing, video coaching, texting, social media, or through any other electronic medium.

## **B. Recommended Components**

### **1. Hours**

**Electronic communications should generally be sent only between the hours of 8:00 a.m. and 8:00 p.m. local time for the location of the Minor Athlete.**

### **2. Social Media Connections**

**Adult Participants, except those with a Dual Relationship or who meet the Close-in-Age Exception, are not permitted to have**



private social media connections with Minor Athletes and should discontinue existing social media connections with Minor Athletes.

## **TRANSPORTATION POLICY**

Athletes are often carpooling or traveling without the supervision of their parent/guardian to

practices and competitions. This can place them in vulnerable positions where they are susceptible to abuse. This section establishes policies for adults transporting children to or from sport activities.

### **A. Mandatory Components**

#### **1. Observable and Interruptible**

Adult participants must ensure that all In-Program Contact during Transportation is Observable and Interruptible unless an exception exists or:

- a. The Adult Participant has advanced, written consent to transport the Minor Athlete one-on-one, obtained at least annually from the Minor Athlete's parent/guardian. Minor Athlete(s) or their parent/guardian can withdraw consent at any time.
- b. The Adult Participant is accompanied by another Adult Participant or at least two minors who are at least 8 years of age.

#### **2. Additional Requirements for Transportation Authorized or Funded by USA Volleyball and its Regions**

- a. Written consent from a Minor Athlete's parent/guardian is required for all

transportation authorized or funded by USA Volleyball and its Regions at least annually.

b. Minor Athlete(s) or their parent/guardian can withdraw consent at any time.

## **B. Recommended Components**

### **1. Shared or Carpool Travel Arrangement**

The Organization encourages parents/guardians to pick up their Minor Athlete first and drop off their Minor Athlete last in any shared or carpool travel arrangement.

### **2. Parent Training**

Parents/guardians receive the U.S. Center for SafeSport education and training on child abuse prevention before providing consent for their Minor Athlete to travel one-on-one with an Adult Participant.

## **LODGING AND RESIDENTIAL ENVIRONMENTS POLICY**

Youth athletes traveling overnight face greater risk of sexual abuse if they are traveling without

their parent/guardian. Abusers can take advantage of the situation by trying to have unsupervised

time alone with children. This section sets rules for sleeping arrangements and room monitoring

to protect athletes during overnight travel.

## **A. Mandatory Components**

### **1. Observable and Interruptible**

**All In-Program Contact during lodging must be observable and interruptible unless an exception exists.**

**a. Lodging arrangements covered under this policy include, but are not limited to, hotel stays, rentals (i.e., Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and billeting.**

### **2. Hotel Rooms and Other Sleeping Arrangements**

**a. An Adult Participant cannot share a hotel room or otherwise sleep in the same room with a Minor Athlete(s), unless an exception exists and the Minor Athlete's parent/guardian has provided USA Volleyball and its Regions or Adult Participant with advance, written consent for each specific lodging arrangement.**

**b. Written consent from a Minor Athlete's parent/guardian must be obtained for all In-Program lodging at least annually.**

**c. Minor Athlete(s) or their parent/guardian can withdraw consent at any time.**

**d. Adult Participants without an exception and written parent/guardian consent as stated above are not permitted to stay overnight with Minor Athlete(s) in a communal lodging space such as an Airbnb, VRBO, HomeToGo, etc.**

### **3. Monitoring or Room Checks During In-Program Travel**

**If USA Volleyball and its Regions or a team performs room checks during In-Program lodging, the one-on-one interaction policy must be followed and at least two adults must be present for the room checks.**

#### **4. Additional Requirements for Lodging Authorized or Funded by the Organization**

**Adult Participants that travel overnight with Minor Athlete(s) are assumed to have Authority over Minor Athlete(s) and thus must comply with the Education and Training policy outlined in Part II, unless the Adult Participant meets the Close-in-Age exception.**

#### **B. Recommended Components**

##### **Parent Training**

**Parents/guardians receive the U.S. Center for SafeSport's education and training on child**

**abuse prevention before providing consent for lodging arrangements under this policy.**

### **PART IV RECOMMENDED POLICIES FOR KEEPING YOUNG ATHLETES SAFE**

#### **A. Out-of-Program Contact**

**Adult Participants, who do not meet the Close-in-Age Exception nor have a Dual**

**Relationship with a Minor Athlete, should not have out-of-program contact with Minor**

**Athlete(s) without legal/parent guardian consent, even if the out-of-program contact is not one-on-one.**

## **B. Gifting**

- 1. Adult Participants, who do not meet the Close-in-Age Exception nor have a Dual Relationship with a Minor Athlete, should not give personal gifts to Minor Athlete(s).**
- 2. Gifts that are equally distributed to all athletes and serve a motivational or educational purpose are permitted.**

## **C. Photography/Video**

- 1. Photographs or videos of athletes may only be taken in public view and must observe generally accepted standards of decency.**
- 2. Adult Participants should not publicly share or post photos or videos of Minor Athlete(s) if the Adult Participant has not obtained the parent/guardian and Minor Athlete's consent.**

## **TERMINOLOGY**

**Adult Participant: Any adult (18 years of age or older) who is:**

- a. A member or license holder of USA Volleyball;**
- b. An employee or board member of USA Volleyball or its LAOs;**
- c. Within the governance or disciplinary jurisdiction of USA Volleyball or its LAOs;**

**d. Authorized, approved, or appointed by USA Volleyball or its LAOs to have regular contact with or authority over minor athletes..<sup>7</sup>**

**Amateur Athlete:** An athlete who meets the eligibility standards established by the National

**Governing Body for the sport in which the athlete competes.**

**Authority:** When one person's position over another person is such that, based on the totality of

the circumstances, they have the power or right to direct, control, give orders to, or make decisions for that person. Also see the **Power Imbalance definition in the SafeSport Code**. *Note: NGBs and the USOPC must submit/include categories of members/individuals that fall under the definition, including specific volunteer designations.*

**Close-in-Age Exception:** An exception applicable to certain policies when an Adult Participant

does not have authority over a Minor Athlete *and* is not more than 4 years older than the Minor

Athlete (e.g., a 19-year-old and a 16-year-old). *Note: This exception only applies within the*

*prevention policies and not regarding conduct defined in the SafeSport Code.*

**Dual Relationships:** An exception applicable to certain policies when an Adult Participant has a

**relationship with a Minor Athlete outside of the sport program and the Minor Athlete's**

**parent/guardian has provided written consent at least annually authorizing the exception.**

**In-Program Contact: Any contact (including communications, interactions, or activities)**

**between an Adult Participant and any Minor Athlete(s) related to participation in sport.**

**Examples of In-Program Contact include, but are not limited to: competition, practices,**

**camp/clinics, training/instructional sessions, pre/post game meals or outings, team travel,**

**review of game film, team- or sport-related relationship building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community service, sport education, or competition site visits.**

**Local Affiliated Organization (LAO): A regional, state, or local club or organization that is**

**directly affiliated with an NGB or that is affiliated with an NGB by its direct affiliation with a**

**regional or state affiliate of said NGB. LAO does not include a regional, state, or local club or**

**organization that is only a member of a National Member Organization of an NGB. USA Volleyball considers its LAOs to include Regions and clubs affiliated with Regions.**

<sup>7</sup> This may include volunteers, medical staff, trainers, chaperones, monitors, contract personnel, bus/van drivers,

officials, adult athletes, staff, board members, and any other individual who meets the Adult Participant definition.

**Minor Athlete: An Amateur Athlete under 18 years of age who participates in, or participated**

**within the previous 12 months in, an event, program, activity, or competition that is part of, or**

**partially or fully under the jurisdiction of USA Volleyball and its LAOs.<sup>8</sup>**

**Partial or Full Jurisdiction: Includes any sanctioned event (including all travel and**

**lodging in connection with the event) by USA Volleyball and its LAOs, or any facility that**

**USA Volleyball and/or its LAOs owns, leases, or rents for practice, training, or competition.**

**National Governing Body (NGB): A U.S. Olympic National Governing Body or Pan American**

**Sport Organization recognized by the U.S. Olympic & Paralympic Committee pursuant to the Ted Stevens Olympic and Amateur Sports Act, 36 U.S.C. §§ 220501, et seq. This definition shall also apply to the USOPC, or other sports entity approved by the USOPC, when they have assumed responsibility for the management or governance of a sport included on the program of the Olympic, Paralympic, or Pan-American Games.**



**Adult Participant Personal Care Assistant:** An Adult Participant who assists a parasport athlete who requires help with activities of daily living (ADL) and preparation for athletic participation. This support can be provided by a Guide for Blind or visually impaired athletes or can include assistance with transfer, dressing, showering, medication administration, and toileting. Personal Care Assistants are different for every athlete and should be individualized to fit their specific needs. When assisting a Minor Athlete, Adult Participant PCAs must be authorized by the athlete's parent/guardian.

**Regular Contact:** Ongoing interactions during a 12-month period wherein an Adult Participant is in a role of direct and active engagement with any amateur athlete(s) who is a minor. *Note: NGBs and the USOPC must submit/include categories of members/individuals that fall under the definition, including specific volunteer designations.*

**Residential Environment:** A place in which participants live or stay temporarily. Residential environments include, but are not limited to, onsite housing at training facilities, billeting, hotel stays, or rentals (i.e., Airbnb, VRBO, HomeToGo, etc.).

**Billeting:** A residential environment facilitated by an Adult Participant, USA Volleyball and its

LAOs, or sanctioned event staff in which a Minor Athlete is temporarily housed in a private home with an adult or family who is not related to or known by the Minor Athlete. This lodging

arrangement is in conjunction with an activity related to sport.

**U.S. Olympic & Paralympic Committee (USOPC):** A federally chartered nonprofit corporation that serves as the National Olympic Committee and National Paralympic Committee for the United States.

<sup>8</sup> This term shall also include any minor who participates in, or participated within the previous 12 months in, a

nonathlete role partially or fully under the jurisdiction of an NGB, USOPC, or LAO. Examples include, but are not

limited to: officials, coaches, or volunteers.

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We hope that you will find Top Select Volleyball Academy to be an excellent program, worthy of your support for the coming season.

**Top Select Volleyball Academy**  
**Selected for Excellence - Since 2008**





## Club Release Policy

If an athlete/family decides to depart **Top Select Volleyball Academy** during the respective season, the following steps must take place:

### Release Policy:

STEP 1 - The athlete/family in question must submit a written request for release to the Club Director, *German Del Valle*, at [info@topselectvolleyball.com](mailto:info@topselectvolleyball.com) and to the Florida Region at [membership@FloridaVolleyball.org](mailto:membership@FloridaVolleyball.org) stating the reason for the request.

Club may deny request for release of the athlete.

STEP 2 – If club approves release of the athlete.

1. All financial obligations agreed upon contractually must be paid in full before the athlete is approved to be released.
2. Payment Option – Cashier's check or money order
3. Once payment is received by cashier's check or money order the club will send an email to the Florida Region at [membership@floridavolleyball.org](mailto:membership@floridavolleyball.org) approving release of the named athlete.

The club may agree to waive the requirements above on a case-by-case basis.

**Transfer Policy:** A player can represent only one club during the Season. A change in the geographical location of the family due to a change in job, military, scholastic or inner-collegiate status may receive special consideration. No player may participate in different Qualifying events with different clubs/teams. Proof of residency must be provided by the family at the time of the release/transfer request.

Once an athlete has participated in a **National Qualifier Event (Regional or NQ)** they may not be released for the rest of the season to another club. Please refer to the USA Volleyball (USAV) Championship Manual on releases for athletes that participate in regional or national qualifying/bid events.

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Parent Name (Print)

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Parent Signature

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Date\_\_\_\_\_