

# SVAA VOLLEYBALL COACHES GUIDE

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## SVAA VOLLEYBALL COACHES GUIDE

**NOTE: COACHES** --- You must understand the contents of this guide. In fulfilling this obligation, you will eliminate the major difficulties we experience each year involving a misunderstanding of SVAA's rules and procedures. At the end of the season communicate your suggestions for program improvement to the Sport Commissioner. Let's make each year better than the preceding. Thank you for your contribution to the youth of this area.

**All rules will be enforced by the game officials, Commissioners, and the SVAA Board of Directors or a committee thereof. Some rules contain penalties and penalty limits while others do not. For those rules that do not contain a penalty, the Commissioners and/or the Rules Infraction Committee have full authority to impose whatever penalty they deem appropriate for the violation.**

=====FORWARD=====

**As the coach, you are the SVAA representative who is responsible for the success or failure of our program. To the players and parents, YOU ARE SVAA!!**

The essence of SVAA is what happens between you and the children. If done with care and concern, it can be one of the finest educational experiences a child can have.

SVAA is a unique organization; it exists only because of many people caring about their children and dedicating their time. Remember, SVAA is a nonprofit, volunteer organization that sponsors baseball, softball, T-ball, basketball, football, and volleyball events for children. Sometimes, in our zeal to see that the best is done, we forget that we are dealing with children. The best interest of the children is the most important fact in SVAA life.

**HOW WE PLAY THE GAME** - It is the policy of SVAA that every boy and girl that signs a contract be assigned to a team and be given a fair opportunity to play in every game. Every youngster will be taught the responsibility that he has to his teammates, to his Mother and Father, to his Country, to his God, and to himself. Every youngster will be treated with kindness and consideration, and at no time will any coach humiliate, embarrass abuse or mistreat any youngster within the framework of this program. All children will be taught that it is not everything to win . . . nor are you a failure if you lose. The essence and heart of the SVAA program is the simple philosophy that it is better to have tried and failed than not to have tried at all. All coaches are responsible for teaching each boy and girl that the most important aspect of competitive sports is not to win, but to play with all one's ability even in the face of insurmountable odds. Each coach will accept the challenge that they will honestly and sincerely do the best they can to teach each boy and girl how to have fun playing whatever sport it may be.

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**THIS PROGRAM IS FOR THE PARTICIPANTS (OUR CHILDREN).  
PLEASE WORK TO KEEP IT THIS WAY.**

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## 1.0 LEAGUE ORGANIZATION

SVAA is operated by an elected board of volunteer directors that serve as the final authority for any decision relating to the sport of Volleyball. The Board has responsibility for appointing one of its members to organize and run each of its sports programs. This individual is called the Sport Commissioner.

**1.1 Sport Commissioner** - The Sport Commissioner has responsibility for operation of the Volleyball program. Prior to player registration the Sport Commissioner will submit to the Board of Directors the following:

- Budget for the current sport season
- A calendar of season events
- Proposed changes to established rules for league administration and team play

Prior to the first league game the Sport Commissioner will submit to the Board for their approval:

- Names of all league officials including deputy commissioners and league presidents

During the season the Sport Commissioner will furnish the Board a monthly written report dealing with the operation of his/her assigned sport.

**1.2 Deputy Commissioners** - The Sport Commissioner may appoint a Deputy Commissioner to govern the leagues and for such other matters as may be necessary for the proper administration of the sport.

**1.3 League Presidents** - League Presidents play a vital role in the administration of the Volleyball program. They provide the link between SVAA and the coaches/players. A description of the League President's responsibilities is set forth in the League President's Guide.

**1.4 Disputes/Protests** - Tact, firmness, and diplomacy should be your bywords when you have any problems or disputes. If you have any problems or complaints, first go to your League President. If the situation cannot be resolved to your satisfaction, communicate with the applicable Deputy Commissioner. If you still have a problem, communicate your issue in writing to the Sport Commissioner. You will receive a written answer within seven (7) days. If you are still not satisfied, forward your complaint, the Sport Commissioner's reply, and a \$50.00 appeal fee to the Rules Infraction Committee as discussed in the "Rules Infraction Guideline" attached in the back of this book. The decision of the Board or any committee thereof will be final.

Coaches that fail to abide by this process may be suspended without further notice. SVAA expects, and demands that Coaches remember at all times that very young and impressionable children are observing their behavior. As a result, loud and offensive conduct of any sort will not be permitted. Note: Disputes should not be arbitrated on the volleyball court in the presence of our children . . . see your League President. The Rules Infraction Committee will determine the manner in which a dispute is addressed in any matter brought before it.

**1.5 Division Organization/Playoff Format** - Determination of division numbers and

team placement within each division is the responsibility of the League President. Division organization and playoff format will be furnished to each coach prior to the first league game. At the end of the regular season, the number of teams in each division as established by the League President prior to the start of the season (based on won-loss records) will advance to the playoff games.

**1.5.1 Paid Coaches** – Teams must notify SVAA if you are using a paid coach. Teams with paid coaches must play in the upper division. The volleyball commissioner can decide to move a team to a lower division based on their previous season, but the roster must remain substantially the same.

**1.5.2 Tie Breakers** – In the event of identical standings of two or more teams, the team selected will be based upon “who-beat-who” during the regular season. **If a tie still exists then "points allowed" during the regular season will be used to determine division representation in the playoffs.** If two or more teams are tied for more than one playoff spot, this procedure will be repeated after the team qualifying for the first spot is determined. Any remaining ties will be broken by a coin toss conducted by the League President and/or the Deputy or Sport Commissioner. These methods of breaking ties will be used for all playoff formats.

**1.6 Awards** - It is the policy of SVAA to present awards based primarily on won-loss standings and tournament performance. Participation awards will be presented in the instructional leagues (3<sup>rd</sup> Grade & 4<sup>th</sup> Grade Fall).

**1.6.1 All Competitive Leagues (Starting in 4<sup>th</sup> Grade Spring)** - Trophies will be presented to the Division Tournament Winners and Runners Up. In the event a Division Season Winner does not play in the championship tournament game, trophies will be given to the Division Season Winners. 4<sup>th</sup> Grade Spring will receive Division Winner and Runner Up trophies, but will not play in a tournament.

**1.6.2 Playoffs** - Playoff awards will be presented to: 1. Tournament Winner and 2. Tournament Finalist (runner-up). A regular season "division winner" that becomes a "tournament winner" will receive the "Tournament Winner" award only. A regular season "division winner" that does not become a "tournament winner" will receive the "division winner" award. No team will receive more than one award for competition.

**1.6.3 Sportsmanship** - At the discretion of the League President, a sportsmanship award may be given in each league. Determination for this award will be the responsibility of the League President. The League President may solicit opinions from the participating coaches. The League president, with prior consent of the Sport Commissioner, may elect to allow each team to select one player to receive a sportsmanship award.

**1.6.4 Other Awards** - No other awards may be given in the name of SVAA.

## **2.0 TEAM FORMATION**

Participants are assigned to teams by the **League President** from player registration contracts on the basis of grade, school, geographical location of residence (must be

within a 50 mile radius of Dallas), team needs, prior team affiliation, etc. Except in rare circumstances, team assignments may not be changed once a player is assigned to a team. Any player reassignment requires the approval of the Sport Commissioner.

If a participant is assigned to a team outside his or her normal school nucleus because that school nucleus team is full or the child moves after assignment, he or she may request in the next season to be placed on his school team (if space is available). Any such participant will be given priority over new SVAA players from that school for home school team placement. To receive this priority, the participant's contract must be received by the SVAA office prior to the contract deadline. If there is more than one school team, the participant will not be permitted to pick between the two teams. The League President will make the determination based upon space availability.

SVAA provides **both** our standard recreational league (where participants are assigned by the League President) **and** a coach formed (competitive) league for 5<sup>th</sup> and up. Our standard recreational league will continue to be provided for 3<sup>rd</sup> through 12<sup>th</sup> grade. The coach formed league requires a minimum of 9 players per team (maximum is up to the coach). It will adhere to all the same rules as the recreational league.

In the event that there are not enough coach formed teams within a grade to form their own league, the coach formed teams may play together in an "upper division" for the grade. The competitive balance between the coach formed & league formed teams will be monitored. If it is determined that the coach formed teams are far superior in talent to league formed teams in their division, they will be required to play up into the next grade.

**2.1 Player Contracts/Eligibility** - All players must have a contract on file (including fee) prior to any participation in an SVAA event (including practices, practice games and league games). A game involving an unauthorized player will result in forfeiture of that game by the team playing the unauthorized player and coaches will be subject to disciplinary action.

Players involved in "Club Volleyball" **may** participate in SVAA Volleyball but must adhere to the following rules:

1. No Instructional League team (3<sup>rd</sup> **or** 4<sup>th</sup> grade) may have a "club" player.
2. Any SVAA team with two or more "club" players must play in the higher seeded division (if division determinations are in effect).
3. "Club" players may not exceed 40% of an SVAA team's roster.
4. Although a recreational sport organization, SVAA still expects "Club" players to respect their SVAA team and its practice and game schedule.
5. "Club" players must be identified on the team's roster.

Player contracts completed prior to the "contract deadline" will receive priority for team placement over contracts received after the deadline date. Players may **not** be added to team rosters after the first regular season game (practice games excluded).

A player may elect to participate in a higher league (grade), space permitting but may

not play in a league below her grade. Please see **Section 2.2.5 Playing Up**.

Players with a medical condition must have a treating physician's medical release on file with the SVAA office prior to participation in any SVAA event and/or practice.

Any exception to the player contract/eligibility rules must be approved in advance and in writing by the Sport Commissioner. This written documentation must be on file (attached to the player's contract) in the SVAA office prior to any player participation.

## **2.2 Player Team Assignment**

**2.2.1 Existing SVAA Teams** - Existing SVAA teams will first be assigned all players from their immediate past season roster. Any player who indicates a desire not to continue as part of his immediate prior year team may be removed from that team and reassigned at the discretion of the League President. (A player is not guaranteed assignment to a specific team unless he or she was a member of that team during the immediate past season.) Any player assignment to a team other than his or her immediate past season's team requires the prior approval of the Sport Commissioner.

The team integrity rule may not apply for teams entering 3<sup>rd</sup> grade spring season or 4<sup>th</sup> grade fall season. The Sport Commissioner may approve reforming of teams in order to ensure that the maximum team size and school/geographic location of residence guidelines are followed.

**2.2.2 Transfer Teams** - An existing team that did not participate with SVAA during the immediate past season ("transfer team") will furnish the League President with an official roster of players from the immediate past playing association in order to qualify those players as part of that existing team. The composition of this team will initially be limited to a single school area. Players not meeting the single school area criteria will be treated as new players. [The objective of this rule is to offer existing teams entering SVAA league play the same opportunity for players that traditionally is offered teams currently part of the SVAA program.]

**2.2.3 Disbanding Teams** - The League President may disband existing teams only with the prior approval of the Sport Commissioner and under the following conditions: 1) If maintaining existing rosters will create a significant player imbalance (numbers) that cannot be corrected by other means agreeable to all coaches, 2) If there is no returning coach and one cannot be recruited from the roster, 3) Other circumstances that are mutually agreeable to both the League President and the Sport Commissioner. All remaining players will be placed into the player draft pool.

**2.2.4 New Players/New Teams** - All remaining players who are not part of an existing team or do not meet the one school area transfer team criterion will be treated as new players. New players will be assigned to teams from their same school or school area to the extent possible. Parent requests for team assignment may be taken into consideration at the League President's discretion. An objective in the assignment of new players is to maintain near equal player numbers per team without assigning players to teams outside of his or her school area and limiting team populations to the

maximum prescribed for that league. Players may be assigned outside of school areas if there is no space available on the school area team.

New teams may be formed provided sufficient player contracts are available.

The League President may assign 10 players to any team without a coach’s prior approval. This number represents maximum team size for adequate player participation and should not be exceeded without the approval of the Coach, the Parents and the Deputy or Sport Commissioner.

The coach formed league requires a minimum of 9 players per team (maximum is up to the coach).

**2.2.5 “Playing-Up”** - Players requesting to play at a grade above their actual grade level may do so provided space is available. All players submitting contracts to play at their normal grade level prior to the contract deadline will have priority over any “playing-up” contract.

If the Sport Commissioner permits an entire team to “play-up”, then that team will be required to continue to “play-up” in subsequent years. The only exception to this “Playing-Up” rule is if a 3<sup>rd</sup> grade team chooses to play in the 4<sup>th</sup> grade league due to not enough participation to form a 3<sup>rd</sup> grade league. Those teams that “play-up” in 3<sup>rd</sup> grade will not be forced to “play-up” the next season.

**2.2.6 No Additional Fees** – No player can be required to pay additional coaching or team fees.

**2.3 Late Sign-Ups** - Contracts received after the “contract deadline” date will be assigned, space permitting, to teams by the League President after all earlier contracts have been assigned. This assignment will be based on both geographical area and the team with the least number of players.

**Note** regarding our standard recreational league: Coaches **MAY NOT** recruit or promise prospective players a specific team assignment. Team assignment is the sole responsibility of the League President.

### **3.0 RESPONSIBILITY OF THE COACH**

**3.1 Coaching Requirements** - To be able to coach in an SVAA league, the Head Coach must be at least 22 years old unless an exception is approved in advance by the Sport Commissioner. If the Sport Commissioner approves a coach younger than 22 years old for any team, that team must still have an adult present at all practices and on the bench during all games. No game may be played unless there is an adult present on the bench with the team.

**3.1.1 Paid Coaches** – SVAA must be notified of all paid coaches. Teams with paid coaches must play in the upper division. The Volleyball commissioner may decide to move a down to the lower division based on the previous season’s record, but the roster

must remain substantially the same. Any player placed by SVAA on a team with a paid coach because that is only available team will NOT be required to pay any additional coaching or team fees. **All paid coaches must abide by this rule.**

**3.1.2 Coaching Multiple Teams** – Coaches may only be head coach of a maximum of two (2) teams. Coaches with multiple teams must have an assistant coach on file with a current background check for each team. While an effort will be made to avoid conflicting game times, an official assistant coach must be available to coach in the event that games times overlap.

**3.2 Coaches' Meeting** - The coach is required to attend the coaches' meeting. SVAA has entered into an agreement with Positive Coaching Alliance (PCA) to provide training for all of our head coaches. All head coaches are required to become certified either by attending a training session in person or by performing the session on line.

The objectives of the coaches' meeting are:

- \* Execute a coach's contract
- \* Meet the League President and other coaches
- \* Receive information about player uniforms and team equipment
- \* Participate in general discussions outlining season calendar, rule changes and interpretation, location and times for practices, games, etc.

**3.3 Coach/Team/Parent Relations** - Coaches are required to have a parents' meeting prior to the first regular season game. This requirement applies to returning coaches and teams as well as new coaches and teams. It is an important policy of SVAA that the Head Coach meets with the parents of his players. During this meeting the following information should be conveyed:

Players involved in "Club Volleyball" **may** participate in SVAA Volleyball but must adhere to the specific rules found in **Section 2.1**.

- League assignment is based on a player's school grade.
- Parents are expected to conduct themselves in an adult manner at all times, to set an example of good citizenship and sportsmanship for their children and other participants. No alcoholic beverages, tobacco, or illegal drugs will be allowed at any team function.
- Distribute game and practice information. Explain to them what they may expect of you and what you may expect of them (this will be a good time to solicit parents for any help you may need). While SVAA no longer imposes limits on the maximum amount of practice time during the sport season, players may not be required to attend more than 1 1/2 hours of practice a week for 3<sup>rd</sup> – 12<sup>th</sup> grade. As a result, a coach may not discipline any player for failure to attend any practice sessions that the coach may hold in excess of the above limitations and the coach must so inform all players and parents.
- Explain your basis for team discipline (e.g., If a player misses practice, games or is late for a game). Discipline must be consistent for every team member.
- Briefly describe rules of play that are unique to SVAA and your league.
- Make sure parents know their views are welcome -- after a game or practice.

- Emphasize that parents must agree that they will provide, at their own expense, any insurance deemed necessary to cover player for any SVAA related injury. Any injury requiring a doctor's visit must be reported to the SVAA office immediately.
- Ask parents to provide you with dates/times of potential conflicts with games. Report to your League President those dates where conflicts will reduce your team to less than five players.

**3.4 Practices/Facilities** - Practice is defined as any coach and five (5) or more players meeting together. Practices may not be held prior to the coaches meeting. During the school year SVAA will provide facilities for team practices for 1½ hours per week for 3rd - 12th grade. When school is in recess for the holiday season, practices are at the coach's discretion, but assigned gyms will not be available for use.

Coaches will insure that good conduct is maintained in gyms and that players and spectators stay out of hallways. Gym practices are scheduled very close together and it is a matter of common courtesy to vacate the gym at the end of your practice. We must obey the rules of each school or we may not be allowed to use the gyms. A member of the coaching staff will remain at the practice site until each of his team members has safely departed for home. Under no circumstances will a player be left unattended at a practice site.

We have had a number of instances in which SVAA teams were responsible for damages to the RISD gymnasiums. To help address the problems, the Board has determined that each team must post a \$100 deposit with SVAA before that team will be permitted to practice or play games in a RISD facility. At the end of the season, if your team has not caused any damages to the facility, the \$100 check will be shredded.

### **SPECIAL CONSIDERATION**

THE RICHARDSON INDEPENDENT SCHOOL DISTRICT AND THE DALLAS PARKS AND RECREATION DEPARTMENT HAVE BEEN EXTREMELY COOPERATIVE IN HELPING SVAA TO PROVIDE FACILITIES TO OPERATE OUR PROGRAMS. THE CONTINUATION OF THIS COOPERATION IS VITAL AND REQUIRES YOUR CONSTANT AWARENESS IN CARING FOR, AND THE PROTECTION OF, THESE FACILITIES. IT IS IMPERATIVE THAT WE MAINTAIN THE REPUTATION OF BEING ONE OF THE MOST CONSCIENTIOUS ORGANIZATIONS USING PUBLIC FACILITIES. (PLEASE READ AND FOLLOW APPENDIX A.)

A few suggestions for practice: Be present at all team practice sessions and games, or be sure that you have a reliable adult assistant coach present at games or practices. Be dependable!

Do not have practice on the day of the game; remember we are working with children, not men and women. However, a warm up period may be utilized.

Practices are where a coach shows what he (she) is made of. Coaching takes time not only on the volleyball court, but also at the "drawing board."

- Set up a practice schedule and stick to it.
- Plan each practice session.
- Practice sessions should be fast paced, and involve all team members as much as possible. Avoid standing around.

As a coach, you should use the Assistant Coaches as much as possible. If they don't know the sport, you, as the Head Coach, teach them as well. They may want to be a Head Coach someday! Ask for feedback from your Assistant Coaches. You might be surprised how much they can help.

**3.4.1 Conflicts** – Team conflicts will be limited to three (3). One of the conflicts may be a BYE. If two (2) BYES are needed then no other conflict may be turned in. Teams that choose to exceed the recommended ten (10) player maximum may only turn in conflicts for school-wide events or campouts that involve the entire team, but not sports conflicts which can be worked out within the team due to the high number of players.

**3.4.2 Practice Games** - Teams are allowed to hold scrimmage games within their respective leagues. However, teams are not allowed to play or practice teams from older or younger SVAA teams or any non-SVAA team. Teams are allowed to play in tournaments during weekends when there are no scheduled SVAA games (holiday break).

**3.4.3 Rescheduling** - Only the designated game assigner may reschedule games and set times and locations for make-up games. Any team that seeks to reschedule a game will be required to pay a charge of \$65 to cover the costs incurred by the SVAA to reschedule the game. This charge would be sent to the SVAA office, before the next scheduled game. No games will be rescheduled without the requesting team having first paid the charge to the SVAA office. Games may be rescheduled (with the Sport Commissioner's approval) when scheduled school or church events cause team player numbers to drop below the minimum for league play (5 players) provided a 48 hour notice is given to the League President and/or the SVAA office.

**3.4.4 Forfeits** - Any team that forfeits a game without having provided the League President with **48 hours advance notice shall be assessed a \$65 charge to cover the costs** for referees and gym time that could have been avoided had proper notice been given. This charge would be sent to the SVAA office, before the next scheduled game. Any team that violates this provision will not be allowed to play any further games until this charge has been paid to the SVAA office. Coaches should make sure that the parents of their players are aware of the charge for forfeitures.

If a team does not have the required “minimum number of players” (5) to begin a game at the **scheduled start time**, the first game (of the match) will be declared a win to the opposing team. The second game (of the match) will be declared a forfeit **ten minutes after the start time** of the match.

If a game is forfeited, the 2 teams may play an unofficial practice game until ten (10) minutes prior to the start time of the next game. Officials will not stay in the facility, since it is no longer an officially sanctioned SVAA event.

Scores for a forfeited match will be recorded as 2-0. At the end of the season if a team involved in a forfeit is in a tie, the method of determining points allowed for a tie-breaker will be based on the average points allowed for full games played.

**3.4.5 Other Games** - No other games may be played under SVAA sponsorship except those specifically identified in this book (i.e., scrimmage, preseason, league and playoff). Teams are allowed to play in tournaments during weekends when there are no scheduled SVAA games (holiday break). Games involving teams with select rosters (e.g., All-Star teams) are not permitted.

**3.5 Liability** - It is the duty and responsibility of each parent to provide insurance. The parents agree to hold SVAA blameless against loss due to the participation of their children in the SVAA sports programs, whether any such claim sounds in negligence or any other theory.

**3.6 Conduct on The Court** - As a Head Coach you are responsible for the actions of your assistant coach, players and parents. Each team is allowed 1 head coach, 1 assistant coach and players at courtside. **ALL Coaches must remain seated** on their team bench except during time-outs, player injury or spontaneous reaction to an outstanding play. Unless a child is hurt, parents and other supporters should remain in the stands.

**Only the Head Coach may question an official.** Do not argue with the referees or threaten them in any manner. If you feel that the official(s) does not understand the rules, or "calls" a bad game, see your League President, after the game. A coach placing unnecessary pressure on an official risks forfeiture of the game.

Players, coaches and parents that conduct themselves in an unsportsmanlike manner and violate the intent and purpose of the SVAA philosophy will not be allowed to participate in any SVAA event until they have met with the SVAA Commissioner to assess their continued eligibility. Those who violate this rule may be suspended.

The use of foul or abusive language, alcohol, tobacco, or drugs will not be tolerated by SVAA. Teams that engage in abusive or disruptive behavior shall have the game in which the conduct occurs declared a forfeit with the suspension of the offending coach(es), parent(s) or player(s) for as long as the League President deems appropriate. A second offense may result in the dismissal of the entire team from the league.

A coach, player or fan ejected from a game will be suspended for a minimum of the next game and must meet with the Sport Commissioner (or designated representative) to reestablish eligibility for further participation in or attendance at any future league games. The Sport Commissioner (or designated representative) will determine whether this meeting will be in person or by phone or other means. The ejected individual must leave the gym or risk forfeiture of the game. It is the responsibility of the coach, player or fan that was ejected to establish contact with their League President and Commissioner. Failure to obtain the appropriate Commissioner's approval for future participation or attendance may result in forfeiture of all games in which the offending player or coach participates or fan attends.

## 4.0 VOLLEYBALL RULES

**4.1 Rule Interpretation** - All interpretations of the rules of play will be the responsibility of the official in charge. This official will inform both Head Coaches of the ground rules prior to the start of the game. The rules are played in accordance with the **National Federation of State High School Association** of volleyball of the current year and modified by SVAA in this document. SVAA modification prevails where there is a conflict.

**4.1.1 Rule Changes/Exceptions** - These rules are designed to reflect the general attitudes that prevail within SVAA. However, exceptions do arise that must be addressed. If, during the course of the season, the need arises for rule modification that is beneficial to the league, the League President will document the proposed changes in writing and submit them to the Sport Commissioner. The Sport Commissioner must gain Board approval prior to enacting any rule change. League Presidents do not have the authority to change rules stated in this manual without proper authorization as described above.

## 4.2 Pregame Information

**4.2.1 Score Keeping** – The Home team will furnish an adult to act as official scorekeeper and be responsible for keeping a record of the score, line up, and penalties. The Visiting team will furnish an adult to operate the scoreboard or flipchart. If no adult is furnished, then the coach must assume the responsibility and must do this from the scorekeeping table and not from the team’s bench.

Official scorekeeper and scoreboard operator should not instruct team members and should remain neutral during the play. It is the responsibility of the person doing the scorebook to keep track of the rotation and inform the referee if the rotation is out of order. This should be done by checking the uniform number of the server with the number recorded in the scorebook at the start of every new server.

**Incorrect Score:** Only the coaches can question the score. This must be done by calling a time out (which will not be counted as a team time out). The head coach may approach the referee who will in turn approach the score table. Parents and fans are NOT allowed to approach the score table. The score that is recorded in the scorebook is the score that will be used to correct the score showing on the scoreboard. Note that even if it is believed that the score in the book is wrong, this is the score that is used.

**4.2.2 Equipment** - Players may wear the normal protective-type volleyball equipment provided that it cannot cause injury to other players. **NO JEWELRY OF ANY KIND WILL BE ALLOWED**, such as earrings, necklaces, watches, bracelets, rings, etc. **Earrings may NOT be covered with tape or bandages.** They have to be removed. Soft protective shoes must be worn in all gyms. No long pants will be allowed. No casts will be allowed.

All players must be in full uniform when on the court. All players must wear the shirt issued by SVAA with the organization's logo to be eligible to play. **All player jerseys are required to have 6" numbers on the center front and center back of the jersey** prior to the first match of the season. Late arriving jerseys must be numbered within 8 days of receipt from SVAA. Players must provide shorts, which should all be the same color.

**Kneepads** are *highly recommended* (but **not required**) for both games and practices.

**A Volley Lite** volleyball will be used for 3rd-6th grade leagues. **A standard volleyball** will be used for the 7th grade and up leagues. The home team Head Coach is responsible for providing the game ball issued by SVAA. If a team wishes to play a match with a different ball, the approval of the opposing team and referee is required. The ball must have proper inflation.

**The height of the net should be typically between 7' and 7' 4"**. Referees are NOT responsible for the net height and neither is the person supervising the gym – we will play on whatever height the net is sitting at.

**4.2.3 Officials** - Officials are provided for all league games. Only the Head Coach is to talk to game officials before the game, during time-outs, or after the game. Do not make remarks to the officials during the course of a game. Talk to the scorer only to elicit pertinent information. An official's decision, based on "judgment", is final - it cannot be reversed or appealed. You should talk to an official only when you need clarification of a particular call or decision.

If disruptive behavior is exhibited by the coaches, players or fans and it interferes with the game, the official may issue one warning or a penalty, unless the official determines the conduct so outrageous as to not justify a warning or penalty. A penalty is defined as a loss of rally/point awarded to opponent. If the disruptive behavior continues, the game will be forfeited by the team whose coaches, players or fans caused the disruption. **Chanting, taunting and foot stomping are not allowed during the opposing teams serve. A team who does this will be immediately penalized with a point awarded to the opponent.**

**Normally official referees are provided for all league games. If, for some reason, there is no referee present for the start of a league game**, the opposing coaches may agree to select referees from parents present. Both coaches must agree with this procedure. If during play an official arrives, he/she will assume his/her duties at the end of the current serve rotation.

**Each team must provide a line judge who must be at least 14 years of age.** Line judges under the age of 14 must be approved by both coaches and the referee. Coaches are responsible for ensuring that the line judges report to the referee five (5) to ten (10) minutes before game time. The line judges will be positioned just off the court on the left hand back corner opposite each server. **The line judge does not change sides during the match.**

The line judge is responsible for calling server foot faults, indicating whether a ball is in or out of bounds and indicating a 'tip' (when a player touches a ball that is going out

of bounds). If any part of the server's foot touches any part of the serve line, this is a foot fault. Once the server has made contact with the ball, they may step on/over the line. If any part of a ball touches the line, this is considered IN bounds. Line judges have a better view of the lines than coaches, players or spectators. The referee has the right to overrule a line judge at any time. The referee has the right to remove a line judge at any time without explanation. A line judge will only address the referee during a dead ball or to signal out-of-bounds, tip or foot fault. Line judges should not instruct team members and should remain neutral during the play.

**4.2.4 Pre-Game Sign Up** - The complete team roster will be given to the official scorekeeper at least 5 minutes prior to game start time. The order of this line up does not change throughout the match, except for the following. **A coach's failure to comply with these rules may result in the game being counted as a forfeit.**

If a game starts with 5 players, the 6<sup>th</sup> player should be added to the 6<sup>th</sup> position on the floor when she shows up. If a player listed on the roster is not on the volleyball court or sitting on the bench when the referee blows the whistle to start the match, the player may be added to the **BOTTOM of the roster for the current game when she arrives**. For example, if a 9<sup>th</sup> player arrives, this player is added in the 9<sup>th</sup> row on the scoresheet and rotates into the game AFTER player number 3 rotates out and player 4 moves into the serving position. The coach may also choose to have the player sit out that game and come in for the second game. The player will still be added to the **BOTTOM of the original roster** wherever that position is in the rotation. A late arriving player must not "cause" any players currently on the floor to sit down. If a player needs to leave during a match her name will be removed from the line up and no penalty will be assessed.

**4.2.5 Minimum Number of Players** - If a team does not have the required "minimum number of players" (5) to begin a game at the **scheduled start time**, the first game (of the match) will be declared a win to the opposing team. The second game (of the match) will be declared a forfeit **ten minutes after the start time** of the match. The team with only 5 players will NOT be imposed a penalty – there will be NO loss of rally and points awarded to the other team at any time. The forfeit rule also applies if there is no coach, or parent filling in as coach, present at scheduled start time.

**4.2.6 Warm Up** - Teams warm up on one side of the court only. They may not warm up using the net until such time that the referee indicates that both teams may serve. A team is assured of no less than 5 minutes warm up time prior to the start of their game. The game will be started late in order to assure the team this minimum warm up time. It will not be started early under any circumstances. This is for the benefit of parents and other spectators who wish to see the entire game. **Coaches are responsible for the conduct of their team during the waiting period while another game is in progress.** This includes the containment of all loose balls. Balls are not to be bounced on the sideline during a game. **Coaches are also responsible for their team and parents to ensure they do not cross the back of the court while a team is**

servicing.

### 4.3 GAME RULES

Each team is allowed ONLY 1 head coach, 1 assistant coach and players at courtside. **ALL Coaches must remain seated** on their team bench except during time-outs, player injury or spontaneous reaction to an outstanding play. **Failure to comply with this rule may result in suspension for a subsequent game(s).**

**4.3.1 Coin Toss** - The coin toss will be conducted by the referee with a captain from each team. Visitor calls the toss. Winner chooses serve or receive.

**For the second (2nd) game**, teams change to the opposite court and the serve changes hands from the team that served first (1st).

**For the third (3rd) game**, the teams change courts again and the team that served first (1st) in game 1 also serves first (1st) in game three (3). **Teams may only stay in same location if BOTH coaches agree.** Teams do **NOT** change sides part way through a third (3<sup>rd</sup>) game.

**4.3.2 Length of Game/Start Time** - Matches are scheduled in one hour increments. The first two games in a match will be played using rally scoring to 25. The third game, if necessary, will be played to 15 using rally scoring.

**Time between games within a match** will be no more than three (3) minutes.

**For the Instructional League (3<sup>rd</sup> grade and 4<sup>th</sup> grade Fall):**

**The match must terminate at least 10 minutes prior to the start time of the next scheduled match even if this means that a game does not finish. A match consists of:**

- Two (2), 25 point games. A team must win by 2 points up to a cap of 30 (meaning the game score does not go higher than 30-29).
- A third game may be played to 15. A team must win by 2 points up to a cap of 20 (meaning the game score does not go higher than 20-19).

**For the Competitive League (4<sup>th</sup> grade Spring and higher):**

- A match shall consist of the best two (2) out of three (3) games played to completion.
- The first team to win two (2) games shall be the winner of the match.
- Two (2), 25 point games. A team must win by 2 points up to a cap of 30 (meaning the game score does not go higher than 30-29).
- The third game will only be played if necessary to 15. A team must win by 2 points up to a cap of 20 (meaning the game score does not go higher than 20-19).

#### 4.3.3 Serving / Serve Receive

When the referee blows the whistle to signal start of serve, the opposing fans, players and coach **MUST BE QUIET.** A warning will be issued by the referee on first offense. Subsequent offense will result in an automatic point to the serving team.

On the first serve attempt of each rotation, a player may have two attempts to serve and put the ball in play. **This only applies to the first serve per player per rotation. Some restrictions apply based on grade level. See chart for exceptions:**

Age & Season	Distance from End Line	First Serve Attempt	Serve Receive	Maximum # Serves
3 <sup>rd</sup> Fall & Spring	15 feet	Under or Overhand	Underhand bump	3
4 <sup>th</sup> Fall	12 feet	Under or Overhand	Underhand bump	3
4 <sup>th</sup> Spring	9 feet	Overhand (see * below)	Underhand bump	5
5 <sup>th</sup> Fall	6 feet	Overhand (see * below)	N/A. See ** below	5
5 <sup>th</sup> Spring	3 feet	Overhand (see * below)	N/A. See ** below	5
6 <sup>th</sup> and older	0	Overhand (see * below)	N/A. See ** below	5

\* **First serve attempt must be Overhand to receive a second serve attempt on the initial serve. If the first serve attempt is underhand and is NOT successful, the player does NOT receive a second attempt.**

\*\* **Attacking a served ball while the ball is completely above the height of the net is not permitted. No spiking.**

**Time to Serve:** For competitive (4<sup>th</sup> grade spring and up) SVAA will allow the server to have 7 seconds to serve – from the time the referee blows the whistle. (NFHS allows 5). For instructional, the referee will advise the coach between games about any players who are taking too long. Excessive ball bouncing will be discouraged. If serve is not made within 7 seconds, then loss of serve and point to the other team.

### **Serve & Tossing Clarification:**

**Re-Toss** - when a player tosses the ball and it is dropped but NOT caught.

**Re-Serve** - when a player contacts the ball but fails to put it in play (out of bounds, fails to reach the net, etc).

**Loss of Serve** - when a player tosses the ball and catches it (or the ball touches any other part of the player before it lands). This results in loss of serve and does **NOT** earn a second attempt.

A player is allowed to have **one (1) re-serve** on their first serve attempt of each term of service. This is allowed regardless of the reason – for example, if the first serve does not land in bounds or if there is a foot fault. The exception to this rule is stated above.

They are also allowed to have **one (1) re-toss** per service rotation. A dropped ball **that does NOT touch the server** is allowed **only once** during their term of service and is

not considered a service attempt.

**Foot Fault:** - A foot fault occurs when a server touches or crosses the serving line **prior to contacting the ball for the serve.** It is acceptable for the foot to touch or cross the line before the ball goes over the net.

**Let Serve:** – A serve hitting the top of the net but continuing over is considered a legal serve.

**Out-of-rotation:** It is the responsibility of the person doing the scorebook to keep track of the rotation by checking the uniform number of the server with number recorded in the scorebook at the **start** of every new server and inform the referee if the rotation is out of order.

If the incorrect server is noticed before her first serve, the rotation order must be immediately corrected and:

- a. For instructional leagues, the serve remains with the team who has caused the violation.
- b. For competitive leagues, the team with the incorrect server will lose service and a rally point will be awarded to the opponent.

If the incorrect server is noticed *after* her first serve but *before* the first serve of the opponent, the rotation order must be immediately corrected;

- a. For instructional leagues, the serve remains with the team who has caused the violation, but any points awarded the incorrect server will be deducted.
- b. For competitive leagues, the team with the incorrect server will lose service and they will lose all points awarded the incorrect server and a rally point will be awarded to the opponent.

**Serving location:** A player may serve from anywhere within the width of the court as long as they are behind the service line when contact is made.

**Server does not have to remain in rotation order during the serve, i.e. she can be behind the service line but between the back left and back middle players.** HOWEVER – when a side out for the other team occurs, they must take their original (correct) positions on the court. Coaches and scorebook keepers are responsible for making sure that the rotation stays in order when girls are switching around in the back for “middle servers”.

**4.3.4 Time Outs** - For all leagues, two 60 second time outs are allowed per game. The **Competitive Leagues are allowed a third (3rd) time out if the score becomes 24-24 in any game.**

#### **4.3.5 During Play**

**Center Line:** A player may touch the floor across the center line with one or both feet/hands provided a part of the foot/feet or hand(s) remains on or above the center

line. Contacting the floor across the center line with any other part of the body is illegal.

**Net Foul:** A net foul occurs when a player contacts any part of the net. It is not foul when loose hair touches the net or the force of a ball hit by an opponent pushes the net or net cables into the player.

**4.3.6 Out-of-Bounds/Overhead Obstructions:** - A ball will be considered out-of-bounds if it:

- Touches the wall, objects mounted on the wall (i.e. basketball goal), or objects on the floor outside the court
- Touches the floor outside the court's boundary lines regardless of objects overhanging the court
- Touches the net antennas
- Does not cross the net within the court boundary lines
- Breaks the plane of an adjacent court, if a game is going on, or bleachers, benches, officials' tables, etc.

A ball hitting the ceiling or an overhead obstruction above a playable area shall remain in play provided the ball contacts the ceiling or obstruction on the side of the net extended that is occupied by the team that last played the ball, and the ball is legally hit next by the same team.

**4.3.7 Substitution Rules** – For all leagues:

Six players are on the court at all times, with remaining players waiting on the bench to rotate into play as “side-out” is called.

When side-out is called, the next team to serve rotates one position, with the previous server leaving the court and the next player moving into the center back position. The exception to this rule is at the beginning of the first game of a match. Neither team will rotate until both teams have served once.

Players will rotate onto the court according to the preset order/lineup determined by the coach and previously given to the scorekeeper. The scorebook keeper is responsible for ensuring that the rotation stays in order.

Players who are on the court at the end of the first (1st) game will change sides and will start in the same position at the beginning of the second (2nd) game with the serving team for the next game rotating one position. Proceed in the same manner if a third (3rd) game is played. (You do not start back at the top of the line up).

**Injury/illness of a player:** If a player becomes sick or injured during a game, the coach may ask to remove the player. Another player is not substituted for that player. Instead, players should move up one position to fill the vacancy. If the sick/injured player decides to return to the game later, they **must rejoin the game in their original line-up position.**

## APPENDIX - A

### USE OF RISD FACILITIES

All of us are indebted to the Richardson Independent School District for its assistance and cooperation in making schools gyms available for games and practices. Without them SVAA could not provide a volleyball or basketball program for some 4,000 youngsters each year. Thus, SVAA will be very strict about enforcement of the following rules concerning usage of the various RISD gyms. Violation of any one of these rules could result in the loss of your practice time at a gym and we ask that you please follow them.

1. **NO** players are to enter a school building for practice until the coach, assistant coach or designated parent arrives at the school. You should always strive to be on time for both practices and games.
2. **NO** players are to be allowed to wander about in the halls or bounce volleyballs in any part of the school other than the gym. If a window, trophy case glass or other damage results, the coach will be responsible for payment for replacement. Upon arrival for practice, go directly to the gym and have a good practice.
3. **NO** team is ever to be left alone in a school or gym without a coach or designated parent in attendance.
4. **NO** beverages or food of any kind is to be taken into a school or gym. **NO** smoking is permitted on any school campus.
5. All players **MUST** (no exceptions) wear regular street shoes to the gym, carry their gym shoes with them and change at the entrance to the school before entering. **PLEASE! DO NOT TRACK MUD INTO SCHOOLS OR GYMS.**
6. **ONLY** players and coaches with gym shoes will be permitted on the gym floor.
7. You will be assigned your practice time. **PLEASE DO NOT TRY TO ALTER** it without going through the SVAA office. **DO NOT CONTACT A SCHOOL** to try to arrange a special time suited to your own convenience with a school principal or other school official.
8. The time you have been assigned for your practices has been reserved for SVAA. However, if you should arrive at a gym and the gym is already taken by another group, please do not interfere. You may inquire of the group to see if they are about to finish, but if they say they have the gym, please leave and report the conflict to the SVAA office. The conflict will be untangled as promptly as possible.

- 9. ALWAYS END YOUR PRACTICE PROMPTLY ON TIME to permit the team that follows you their full time.**
- 10. Do not permit anyone other than your players and their parents into the gym during your practice time. The SVAA Board of Directors has authorized the Volleyball Commissioner to enforce any violation of these rules contained in the Coaches Guide as he/she decides to be appropriate in the circumstances.**
- 11. Do not move or sit on any equipment or mats in the gyms. Do not attempt to adjust the nets.**
- 12. Coaches and players need to be aware and very cautious of posters/charts on the gym walls. Take any necessary steps to insure that no damage occurs. Remember the gyms are classrooms.**

## **APPENDIX B**

### **SPRING VALLEY ATHLETIC ASSOCIATION**

#### **RULES INFRACTION GUIDELINES**

Following several months of study, the Board of Directors of the Spring Valley Athletic Association (“SVAA”) has decided to publish its rules and procedures regarding the punishment for violations of its rules. The Board hopes that this document will inform all coaches and participants of SVAA’s intent to ensure compliance with its rules as well as the policies that SVAA will follow to enforce those rules. SVAA is not a heavy rule oriented organization, but rules must exist in order to ensure the basic fairness of the sports programs SVAA offers. The existence of rules, however, is not enough. SVAA must also ensure that those rules are enforced and enforced uniformly from violation to violation and from sport to sport.

This document, while making every effort to be comprehensive, will fail undoubtedly to address every situation that may arise. In any case not dealt with specifically herein, SVAA reserves the right to issue such punishment as it believes to be appropriate under the circumstances. In addition, this document is not intended to be binding or enforceable against SVAA. It is a general statement of policy and intent, but SVAA reserves the right to alter any procedure set forth in this document in the event it believes such change to be in order.

#### ***General Philosophy***

As articulated in the rulebook for each sport, SVAA runs its programs for the benefit of the youth participating in those programs. Though many coaches and parents seem to lose track of the basic point, winning and losing are not important. SVAA exists for the purpose of allowing youth to learn about various sports, to learn the team environment, and to learn that “it is better to have tried and failed than not to have tried at all.” All youth should be encouraged to sign up to play and each one should be given equal opportunity to play and learn the sport. Hence, for example, the team formation rules, where everyone should be encouraged to play and coaches are not allowed to form teams, and the substitution rules, where every youth is required to play significant amounts of every game, are both areas that are important to ensuring that the basic philosophy becomes reality. Conduct that interferes with this basic philosophy has always been, and will continue to be dealt with harshly.

#### ***Basic Procedures***

The SVAA sports rulebooks provide a uniform procedure regarding the enforcement of SVAA's rules, policies and philosophy applicable to that sport. In general, the rules divide each sport into three separate areas -- team formation, practice, and games. Each area has its own specific set of rules and guidelines. The violation of some rules and guidelines contain set penalties, while others only establish ranges, and some leave the penalty unspecified. Contrary to the general perception, the range of penalties and the degree of specificity associated with the violation of each rule has been the result of SVAA's 40 year plus experience in administrating youth sports programs.

This document will not address the specifics of the rules of the game since the enforcement of those rules is left to the judgment and discretion of the game officials. Rather, this document focuses on those situations that violate SVAA's specific rules. In general, the enforcement of all SVAA rules is the ultimate responsibility of the Board of Directors. In the first instance, however, rules will be enforced and punishments determined by the League President, the Deputy Sport's Commissioner, and the Sport Commissioner. All decisions made any of these persons are appealable to the Rules Infraction Committee.

The purpose of that appeal process is to ensure some consistency from sport-to-sport, from year-to-year and with the guiding purposes of SVAA. SVAA Commissioners and Officers are all volunteers and they spend a tremendous amount of time and effort to try to ensure compliance with SVAA's rules. **To ensure that time is not wasted, SVAA will, effective with the 1996 Baseball Season, impose a \$50 fee for all appeals beyond the Sport Commissioner level.** If in the Rule Infraction Committee's sole discretion an appeal is upheld, the full \$50 fee will be refunded. In all other cases the fee will be applied to SVAA's general financial aid program.

## ***Basic Rule Infractions***

The general range of penalties available to enforce SVAA's rules can basically be divided into two general categories. One, for addressing game specific issues, involving either forfeiture of a game or a requirement to replay the game under specified conditions. Two, for addressing the conduct of coaches, players and fans, ranging from no action, to probation, to suspension for some period of time, to expulsion from further participation in any SVAA program.

The specific punishment applied in a particular situation is dependent upon a consideration of the nature of the violation and the surrounding circumstances. Relevant questions for the surrounding circumstances involve the impact on the youth, the nature of the violation, whether the same or similar conduct had occurred in the past, and whether the offending person has endeavored to rectify the effects of the violation.

Given these variables, a specific penalty for any given violation of an SVAA rule cannot be announced in advance with the exception of expulsion from a game. In the event of an expulsion, an automatic extra game suspension will be imposed. As noted above, those violations that go to the heart of SVAA's philosophy will be dealt with harshly. SVAA does not have a rule that requires a staged enforcement of its penalties. Hence, in the right circumstances and presumably extreme case, the very first violation of an SVAA rule may result in the harshest penalty, expulsion from the league.

SVAA does, however, keep track of its rule enforcement decisions and the fact that a prior violation has occurred may be used as a factor to escalate the punishment for any subsequent violation. Put another way, SVAA will track punishments for particular individuals from sport-to-sport and from year-to-year and additional violations of SVAA rules regardless of sport by the same individual will be dealt with more severely than a first violation by another individual of the same rule.

To help ensure the proper enforcement of its rules across all sports and from year-to-year, SVAA has appointed a standing Rules Infractions Committee of the Board. That Committee will be composed of three members at large, the SVAA Administrator (non-voting), and the Sport Commissioner of each SVAA sport. The Sport Commissioner will not participate in the deliberation of any matter heard by the Committee that arises from the sport in which he/she is the Commissioner

## *Rule Specific Guides*

The table below is designed to highlight some areas of rules violations that SVAA views as potentially serious:

<b>Team Formation</b>	<b>Practice</b>	<b>Games</b>
1. Recruiting youth for a particular team	1. Allowing a youth to participate in practice without a signed contract on file with the office	1. Failing to follow the substitution eligibility rules for that sport
2. Discouraging or preventing youth from signing up or participating in an SVAA program	2. Failing to ensure adult supervision at all practices and games	2. Being ejected from a game or otherwise failing to deal with officials with respect
3. Failure by each coach to have a parents' meeting as required by each sport	3. Damaging a facility obtained by SVAA	3. Allowing fans to engage in inappropriate conduct
		4. Any use of foul or abusive language, use of alcohol, drugs or tobacco

Violations of these rules in particular can expect to receive more serious penalties.

### *Summary*

Hopefully this document will provide some insight into the SVAA rule enforcement policy. SVAA hopes that it will never be called upon to enforce any of its rules. If you have any questions about a specific rule, contact your league president or Sports Commissioner in advance. Do not assume that merely because the same conduct has happened before that it will not be subject to punishment. Unfortunately, not all rule violations are brought to the Board's attention. If you have any questions about this document, please contact the SVAA office at 972-238-9728. Your question will be forwarded to a member of the rules infraction committee for response.

The Rules Infraction Committee  
Spring Valley Athletic Association