



Island Breeze Taika Policies and Procedure Manual

The purpose of this policy and procedure manual is to provide a guide to the operations and conduct of the Island Breeze Taika program.

Vision: We exist to provide more kids an opportunity to play volleyball

Mission: to develop athletes of good character and integrity, who excel on and off the court, supported through positive leadership and coaching excellence

Our DNA:

We are run by Island Breeze Manitoba which is a registered Christian Charity located in Steinbach. Island Breeze runs a variety of programs for youth and young adults and is part of Youth With A Mission (YWAM). You can learn more on our website at: www.ywamislandbreeze.com. We share our Christian values openly but do not expect that all our players will share our faith. Coaches will have "Taika Timeout" sessions during some practices where they share about our values: Trust Attitude Integrity Kindness and Aspire (TAIKA).

Playing time

Island Breeze Taika is committed to developing all of our registered athletes. Every player will be given fair playing time (*note that **fair playing time** is different than **equal playing time***). Playing time decisions will be based on the following factors: attendance at practice, athlete readiness, attitude, injuries, and team composition and needs. Playing time will be determined at the coach's discretion. All teams will follow Volleyball Manitoba regulations for their age group regarding equal playing time.

Attendance at practices and competitions

Attendance at all practices, competitions and other meetings is encouraged as it is critical to the success of player and team development. Island Breeze Taika recognizes that participants may be involved in a variety of activities that can affect their attendance. We ask that athletes notify their coach of all scheduled conflicts and unexpected absences ahead of time, at their earliest convenience so that coaches can prepare for practices and competitions.

As athletes progress to higher levels of competition, expectations regarding attendance will be greater and monitored by the coach. Attendance will impact decisions regarding playing time and if a player has missed a significant number of practices before a tournament, they may be asked not to attend if the coach feels it will hurt the performance of the team. Island Breeze Taika is supportive of athletes' involvement in other competitive activity provided that overlapping schedules are not detrimental to team development.

Uniforms and apparel

Club apparel is included in our club fees and will be ordered before the start of the season. Players are responsible for their own kneepads, black shorts (not too tiny, good quality), court shoes, and arm sleeves if preferred.

Club uniforms will be of a similar style and color and will follow the sport's governing body's regulations. Returning players may opt out of swag they already have and have a reduced fee.

- Island Breeze Taika official colors are black and orange
- Players are asked to wear Island Breeze Taika uniforms and apparel at all sport competition events

Safety

All athletes are expected to use allocated facilities in which to change, preferably in the dressing room and not on the gym floor. Players are expected to keep their belongings tidy at practices and tournaments, using their club backpacks. Athletes will not be put in a one-on-one situation with a coach on their own. There will always be 2 adults available during practices and coaches will never be in a secluded area with an athlete.

Fee payment

Island Breeze Taika club fees includes: registration, uniforms, facility rentals, coaching accreditation, tournament entry and administration costs. This fee will be determined and set prior to parent meetings at the start of the season.

Player fees can be paid in one lump sum or can be paid in 2 installments (Parent's night and Feb 1 by e-transfer). Refunds will not be issued during the season for any reason. Transportation to and from tournaments and the cost of the stay for tournaments (when applicable), is the responsibility of each individual family. **Nationals will be an additional cost that is on top of the club registration fees.**

Supervision

A responsible adult, such as the coach, manager, or a parent, must be present in the gym before players are allowed to practice or compete.

Out of town conduct

When traveling and attending out of town competition, teams must remember that they are representing the Island Breeze Taika team and it is expected that they will conduct themselves both on and off the court in a manner that is consistent with the sport's Code of Conduct policies. There will be no tolerance for vandalism or disrespect of other people's property.

Club tryouts

Island Breeze Taika team tryouts time frames are determined by Volleyball Manitoba guidelines and are set accordingly. Island Breeze Taika will have 2 weeks of practices to determine if players are not a good fit for the team. If not, they will be notified at that time, however we see this as a last resort.

Coaching qualifications

Island Breeze Taika club programs are committed to selecting and engaging coaches and assistant coaches that are trained, qualified and who have a shared philosophy with the club. Island Breeze Taika expects its coaches to act in a professional, responsible, sportsmanlike manner at all times.

All coaches and assistant coaches are required to complete the Respect in Sport online course at Sport Manitoba and are required to submit a Criminal Record Search and Child Abuse Registry Check in accordance with PSO screening requirements. It is mandatory for all coaches to obtain the required level of National Coaching Certification Program (NCCP) training as determined by the PSO and National Sport Organizations (NSO) for the corresponding age category for which that coach is overseeing.

Parent liaisons

The Club Manager will appoint a parent liaison who is responsible to act as a liaison between parents and coaches in the event of questions, issues or conflicts. Players may discuss decisions with coaches in a respectful manner and then accept what the coach says. The Liaison is will be named during the Parent's night.

Parents **may not** discuss issues with our coaches at all. We will be VERY firm on this policy this year. If parents have an issue with the coach or the decisions being made, they must wait 24 hours and then they can bring the issue to the **Parent Liaison** or to the **Club Manager** (Tessa) **only**. If the issue is about safety, the 24 hour rule does not apply. If parents talk to the coaches or send them messages during the season, your child will receive a warning, and upon a second offense, they may not be allowed to play.

Player-----Coach

Parent-----Parent Liaison-----Coach

Island Breeze Taika reserves the right to exclude the person from Island Breeze Taika activities prior to resolution of the complaint if there is a concern for safety or potential liability.

Emergency procedures

All Island Breeze Taika players are required to fill out an emergency contact form at the time of registration. It is the head coach's responsibility to make sure these forms are present at all times (practices, games, tournaments) in case of emergencies or injuries.

Practice schedules

Teams will practice 2-3 times per week for 2+ hour sessions. Detailed team practice schedules will be finalized and handed out at the parent meeting and posted on the team chat.

Discipline issues

Coaches, managers, players and parents are expected to follow the Island Breeze Taika Code of Conduct as signed prior to each club season. Coaches, managers and players can be suspended from a team for disciplinary reasons. Prior to suspending a player, coach or manager, the situation will be reviewed by the Island Breeze Taika administration and recommendations for action will be made.

During out of town competitions, the head coach has the discretion to temporarily suspend a player for a serious violation of the Player Code of Conduct. Island Breeze Taika reserves the right to review parents' actions regarding abusive or otherwise unacceptable behavior directed towards coaches, officials, Island Breeze Taika or opposing players, or other spectators.

If a parent or player is actively working against the team, coaches or administration, the issue will be addressed and they may be removed from the team with no refund. Only the club administration has the authority to remove a team member or coach. If there is an issue of safety, an investigation will take place. Preference in coaching style, methods or drills does not constitute a reason for changes in coaching staff. Coaches will not be replaced during the season.

Appropriate action will be taken depending on the severity of the behavior. Furthermore, Island Breeze Taika reserves the right to deny access of parents to the facility in which competitions and practices occur for inappropriate behavior.

I have read and agree to these policies and procedures:

Parent signature: _____ Date: _____

Printed name: _____

Player signature: _____ Date: _____

Printed name: _____

ISLAND BREEZE TAIKA VOLLEYBALL CLUB **PLAYER** CODE OF CONDUCT

In order to ensure the safety and well-being of the athletes, coaches and parents of the Island Breeze Taika Volleyball program and to best represent the program, players and coaching staff, I hereby agree to abide by the following Code of Conduct:

- I will show sportsmanship and respect toward all opponents, teammates, spectators, officials, coaches and parents, and shake hands with the referee after every game regardless of the outcome.
- I will be committed to practices and tournaments. I understand that if I miss multiple practices before a tournament, I may be asked to not participate at that tournament.
- I will refrain from negative comments to other teammates, interaction in person or online that could be seen as bullying and will work to build our team up in a positive way. I understand that I will be addressed if you are engaging in talk or activity that is perceived as bullying.
- I will refrain from any physical action or verbal action that may endanger the safety and well-being of any person I come into contact with while participating in the Island Breeze Taika Volleyball program.
- I agree to uphold all laws and regulations as dictated by local, Provincial, and Federal governments (i.e. underage drinking, smoking, assault, shoplifting etc.) while under the supervision of the Island Breeze Taika Volleyball program.
- I agree to respect the property of others (teammates, hotels, arenas etc.) and to pay for any losses and/or damages that I am found responsible for.
- I agree to abide by curfew rules set for the athletes for any overnight trips. Curfew rules include quiet, non-talking rooms at the appointed time.
- I, as a player, agree not to be in the possession of or utilize illegal drugs, tobacco, vape and/or alcohol while under the supervision of the Island Breeze Taika Volleyball Program. I also agree not to be found in the presence of such substances being used by other youth or I will be found equally at fault. Supervision includes practice, tournaments and overnight trips.
- I understand that if I actively work against my coaching staff or team, am perceived to be actively working against my coaching staff or team, or am intentionally creating division on the team or encouraging others to rally against the coach, I may be removed from the team

I understand that volleyball is a team sport and that the position I play is up to the coach's discretion for the betterment of the team.

I understand that violation of this code will result in disciplinary action that may include suspension or removal from the program. There will be no financial reimbursement for any violation of this policy that results in dismissal from the program.

_____ Athlete Name (printed) _____ Date

_____ Athlete Signature

_____ Parent Name (printed) _____ Date

_____ Parent Signature

ISLAND BREEZE TAIKA VOLLEYBALL CLUB **PARENT** CODE OF CONDUCT

The Island Breeze Taika Club Program requires that the parent or guardian of any player in the Club

Volleyball program sign the following parent code of conduct. The reason for this code is preserve the integrity of the athlete, the coaches, the opponents, referees and the program.

I therefore agree:

- I will not force my child to participate in sports and will remember that children participate to have fun and that the game is for youth, not adults.
- I will inform the coach of any physical injury, issue or ailment that may affect the safety of my child or the safety of others. If I feel that my child's safety is in question, I will contact the Manager with my concerns.
- I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials, and spectators at every game, practice or tournament.
- I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; or using profane language or gestures.
- I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
- I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence and treat everyone with respect.
- I will never ridicule or yell at my child or other participant for making a mistake or losing a competition. I will refrain from coaching my child or other players during games and practices unless I am the official coach.
- I will respect the officials and their authority during games and will never confront or message coaches. Instead, I will wait 24 hours and bring any issues to the Parent Liaison or Club Manager.
- I will demand a sports environment for my child that is free from drugs, tobacco, vape and alcohol and I will refrain from their use at all tournaments and practices.
- I will be available to take my turn keeping score for games during tournaments.
- I understand that if I actively work against my child's coaching staff or team, am perceived to be actively working against my coaching staff or team, or am intentionally creating division on the team or encouraging others to rally against the coach, my child may be removed from the team with no refund.

I understand that Volleyball is a team sport and that the position my child plays is up to the coach's discretion for the betterment of the team.

I understand that playing time will be afforded to all players, but not necessarily in equal proportions (unless mandated at certain age levels). Playing time is the sole decision of the coach and may be influenced by attendance, tardiness, and attitude. These decisions may only be discussed with the athlete themselves.

I also agree that if I fail to abide by the above Code of Conduct, I will be subject to disciplinary action that could include, but is not limited to the following:

- Verbal warning by the official, coach, tournament director or Island Breeze Taika Manager
- Parental tournament suspension for one or more tournaments
- Suspension of my child from the team, season or program with no refund.

_____ Parent Name (printed)

_____ Date

_____ Parent Signature



Conflict of Interest Policy

All coaches, staff, board members, and volunteers of the youth volleyball club are expected to act in the best interests of the club and its athletes.

Any actual or perceived conflict of interest must be disclosed promptly. Individuals must not use their position for personal benefit or allow personal relationships or interests to improperly influence team decisions, including decisions related to playing time, team selection, positions, or finances.

When a conflict arises, the individual may be asked to step back from the related decision-making process.