



## 2019-2020 Capital Volleyball Club (CVC) Handbook

### INTRODUCTION

**CVC is committed to their mission of creating opportunities for growth in the sport of volleyball for young athletes of all skill levels in the Bismarck-Mandan and surrounding areas. Our goal is to not only educate and train girls in the sport of volleyball, but to also educate players on teamwork, sports ethic, communication, and sportsmanship.**

CVC is a developmental program designed for high school, middle school and late elementary age athletes. Our purpose is to improve the volleyball skills of all athletes through participation in structured practices and competitive tournaments. CVC will attempt to field AT LEAST ONE team in each age classification sanctioned by USA Volleyball with respect to the commitment and availability of qualified coaches. CVC is a member of the North Country Region (NCR) and USA Volleyball Academy (USAV).

The purpose of this publication is to inform all prospective members, parents, or guardians of the services, guidelines, regulations and requirements of CVC. Throughout the document the use of the word "parent" will refer to a child's parent or guardian. **It is required that ALL ATHLETES and their PARENTS/GUARDIANS read this publication in its entirety before attending tryouts and participating in our program.**

### MANDATORY OFFICIATING CLINIC

Online officiating information can be found on the club's website, [www.cvcnd.com](http://www.cvcnd.com), under the NCR & Online Training tab once each season has begun. These training modules must be completed before the first tournament of each season. Players will not be allowed to play in any tournaments until this is completed. Players will need to print or e-mail the certification to her coach.

### TRYOUTS

1. All athletes who participate in tryouts must have turned in all necessary membership forms and paid registration fees.
2. Please do not tryout if you do not have sincere intentions of playing.
3. If you are injured at the time of tryouts, CVC requests any video of that athlete playing in a match. If videotape is not available, 1-2 written recommendations from a coach along with their contact information is needed. Please notify CVC of this situation before or at tryouts.
4. The coaching staff will assess the skills of each player and place them on the appropriate team through tryouts in November/March.
5. Co-Directors and CVC Board members not coaching a current CVC team have no involvement in assessing the skills or placing players on teams during the tryout process.

Parent Initials:

Athlete Initials:

## 2019-2020 NCR JUNIOR AGE CLASSIFICATION INFORMATION

**\*\*Attention\*\*** The following are the current age classifications:

**18 and Under Division** - Players who were born on or after September 1, 2001 or players who were born on or after September 1, 2000 and a high school student in the twelfth (12th) grade or below during some part of the current academic year

**17 and Under Division** - Players who were born on or after September 1, 2002 (Grade 11 North Country Region only!)\*

**16 and Under Division** - Players who were born on or after September 1, 2003 (Grade 10 North Country Region only!)\*

**15 and Under Division** - Players who were born on or after September 1, 2004 (Grade 9 North Country Region only!)\*

**14 and Under Division** - Players who were born on or after September 1, 2005 (Grade 8 North Country Region only!)\*

**13 and Under Division** - Players who were born on or after September 1, 2006 (Grade 7 North Country Region only!)\*

**12 and Under Division** - Players who were born on or after September 1, 2007 (Grade 6 North Country Region only!)\*

**11 and Under Division** - Players who were born on or after September 1, 2008 (Grade 5 North Country Region only!)\*

**10 and Under Division** - Players who were born on or after September 1, 2009 (Grade 4 North Country Region only!)\*

\*North Country Region Team Transfer Rule:

Once a player has committed to a team and has played in a USA Volleyball sanctioned event, they are not allowed to transfer teams. All transfers must be done before the first sanctioned event. CVC, through this handbook, notifies you of this rule as required by North Country Region USA Volleyball.

### COMMITMENT

CVC's winter season starts at the beginning of December with the season running through the beginning of March. Spring season for CVC begins in March and runs through the middle of May. Practices occur two or three evenings per week, about one and a half hours each session. Practices times vary and may start as early as 6PM with no practices ending later than 10PM. Variables such as court availability, staff schedules or tournament importance will determine the practice times and schedule. Practices will be held at facilities in Bismarck. A practice schedule will be posted on our website and Sports Engine once it is finalized. CVC will do it's best to schedule practices for the younger athletes during the earlier time sessions, but it is not always guaranteed.

CVC teams will participate in at least 4-5 tournaments per season. Please remember that our tournament schedule is subject to change due to tournament availability and weather related cancellations. As a part of committing to CVC, we ask that you find a way to participate in each tournament. If you commit and then need to leave a tournament remember you are affecting your whole team, as they may not have enough players. Please refer to our TOURNAMENTS section for more information.

We recognize that many of our athletes are involved in extracurricular activities and athletic programs while simultaneously participating in our program. CVC is a commitment and we ask that you try your absolute best to keep that commitment the entire season. To get the most out of CVC, it is recommended that you make a solid commitment to this program. Attendance will be kept by coaches for record keeping purposes, but please recognize that your coaches and teammates will be counting on you to make the best effort to be at each practice.

Commitment to CVC by both parents/guardians and players is shown by attending the mandatory parent informational meeting at the beginning of each season, completing the required NCR trainings in a timely manner, attending any supplemental parent/player meetings, and attending all scheduled practices and tournaments.

Parent Initials:

Athlete Initials:

## UNIFORMS

CVC jersey tops **must be worn** when representing CVC in any scheduled tournament. Navy blue shorts/spandex are required for each tournament. All uniform tops and any other Club provided gear must be returned to each player's respective coach at the last tournament of each season. Each athlete and parent will have the option of purchasing apparel, such as sweatshirts, long-sleeve t-shirts, hats, etc. at the beginning of each season through the Team Shop. Each season CVC will post a link to the Team Shop on our website, [www.cvcnd.com](http://www.cvcnd.com).

## PLAYER COSTS

Winter session (December – March): \$425

Spring session (March – May): \$425

\* Players on teams attending qualifier tournaments or multiday tournaments may incur additional cost.

Registration fees cover the following: CVC Uniform top, tournament and practices fees, NCR team fees, coaching fees and tournament fees. **Athletes are responsible for NCR player fees of \$50 annually.** (<https://www.cvcnd.com/registernow>)

Fundraising is offered to all athletes each season to help offset registration fees. Fundraising is not mandatory and athletes are not able to redeem more than their paid registration fee. Majority of fundraising will benefit the athlete directly, while a small portion will benefit the club.

All payments and fundraising money must be submitted in the form of a check, credit card or money order payable to: **CVC**

## OUR TRAINING PROGRAM

The CVC training program was developed and is conducted by CVC staff. We feel that this program will best suit those who have participated in our program in the past, as well as those joining the program for the first time at any age. With consistency in practice and tournament attendance, we feel we can enhance the performance level of each athlete. Coaches are provided a handbook for all age levels and will teach advanced skills if the team has successfully learned the core training listed for their age group.

### 12s, 13s, 14s Teams- Beginner Developmental Program

Emphasis will be on initial skill development. It is important to CVC that players receive the best teaching of core skills at a young age. Practices will focus on developing skills of each player. Once this is established, we feel that the young athlete will be able to grow, as they get older in our program. As the athlete advances in age, we will spend more time focusing on team development and team play as well. The CVC staff will develop a competitive schedule each season; yet keep the focus of this age group on player skill development.

### 15s & 16s Teams- Intermediate Developmental Program

Emphasis will be on refining skill development and beginning to train advanced skills. Following tryouts, CVC coaching staff will develop a training program for the season based on assessments of each player. Our intention is to get these teams playing against elite competition as the season advances. At the end of the intermediate program, athletes should be prepared for our advanced developmental program.

### 17s & 18s Teams- Advanced Developmental Program

Emphasis will be on refining techniques and implementation of advanced skills. Staff members will break down techniques of players with the intention to improve their individual abilities. Offensive and defensive team systems will be introduced and consistently worked on as the season continues.

Once tryouts are completed and teams are selected, CVC staff will analyze the abilities of each player and develop a schedule based upon projected level of play. These teams will play competition based upon the assessments of the CVC Staff.

Parent Initials:

Athlete Initials:

## PLAYING TIME & POSITIONS

The biggest challenge for any coach is assigning playing time and positions to athletes. CVC gives complete discretion to the coaches regarding playing time and positions assigned. The coach will evaluate the athlete's attitude, ability, practice attendance, needs of the team, opponent competition, and other individual philosophies when it comes to playing time. It is important that each athlete understand that she may not receive all the playing time she believes she deserves. CVC coaches will try to provide equal playing time during pool play, but CVC's tournament standard is a play to win philosophy.

Regarding positions on the floor, the coach will put athletes in a position that he or she feels best suits the team. It may or may not be the same position that the athlete has played in high school or junior high. Athletes are welcomed to train at multiple positions, but this will be at the discretion of the coach. CVC coaches may hold team and/or individual meetings to discuss this subject and other philosophies the coach has. **It is an expectation that the athlete and parents respect the coach's' decisions and give 100% effort towards the success of the team.**

## PRACTICE/TOURNAMENT ATTENDANCE & ABSENCE NOTIFICATION -

Attendance will be taken by coaches at each practice and tournament for record keeping purposes. It is the sole responsibility of the athlete and parent/guardian to notify the coach of an illness, upcoming absence or if the athlete will be late to practice. Remember, your absence not only affects you, but also your team. Attendance may play a role in the playing time an athlete receives. The attendance policy is as follows:

### Practices

Excused Practice (In-season sports, confirmation, school-related extracurricular practice or competition, illness, out of town, etc.)

- Coach must be notified beforehand.
- The first two excused absences will not cause lack of playing time in tournament.
- If it goes beyond two, the coach will review the situation.

Unexcused Practice: (did not notify the coach beforehand)

- 1st Offense
  - Will not start in the next tournament
- 2nd Offense
  - No playing time in the first 2 matches of the next tournament.

Late to Practice

- Will be dealt with by team coach.

### Tournaments

Late to Tournament

- Will receive less playing time for first two matches of the tournament.

Leave Early from a Tournament (does not help officiate, clean up, etc.)

- Will receive less playing time in the first two matches of the next tournament.

Unexcused Tournament (did not show up to tournament and did not call coach.)

- No playing time in the next tournament

Parent Initials:

Athlete Initials:

## TOURNAMENTS

The CVC staff will develop a proposed tournament schedule for each team. This schedule may change, depending on evaluation of teams at tryouts, availability to enter the designated tournament, and weather-related cancellations. Our goal in schedule development is to find competitive tournaments, while keeping the opportunity for success in mind. At times, CVC teams may play in older age divisions. It is an expectation of each CVC player to try their best to attend all scheduled matches of each tournament. To see a list of tournaments for the upcoming season, visit <https://www.cvcnd.com/tourneys>.

## TOURNAMENT TRAVEL

Travel to all tournaments will be at the responsibility of the **PARENTS/GUARDIANS**. Athletes cannot drive themselves to tournaments that are outside the Bismarck-Mandan area as this may lead to situations such as getting lost, fatigue after playing, or other circumstances. Athletes may not have their boyfriends or friends drive them to tournaments. It is required that the parent/guardian, an adult family member/relative (+23 yrs.) or another CVC parent drives the player to the tournament site. CVC staff members and board members will be keeping a close eye on this activity. CVC will not give or be expected to provide any athletes a ride to tournament sites. If there is a unique situation where a CVC staff member will be giving a ride to a player, the coach must receive written permission from the athlete's parent/guardian, releasing Capital Volleyball Club and all staff of **ALL LIABILITY**. Please contact the coach and other parents on the team about arranging alternate tournament transportation in the event a parent/guardian is unable to attend.

## INJURY POLICY

All injuries must be reported immediately to the coach and/or the club director. In the event of an injury, the athlete **will not** be permitted to participate in any practices or tournaments unless written clearance is obtained from the athletes' physician or school athletic trainer.

Registration payments made to CVC are NOT refundable, except in the case of an injury or illness that precludes an athletes' ability to participate for the remainder of the season. Upon approval, the amount to be refunded will be prorated based upon the amount of participation and other budgetary items directly used by the individual. Parents must request IN WRITING and attach a statement from the athlete's physician. Keep in mind that **ONLY PERSONAL PAYMENTS MADE DIRECTLY FROM THE PARENTS OR GUARDIAN/S ARE REFUNDABLE**. Any money raised through fundraising opportunities is not refundable under federal law. The CVC Board of Directors will review all refund situations for approval.

## INSURANCE

USA Volleyball insurance covers practices, sanctioned events, competitions and travel to and from such events. It is a supplemental insurance policy. A medical release form is included in the participant forms and will be required for participation. Please completely fill out all the information requested. The insurance company requires this form to be in the possession of a staff member at all practices and events.

## STATE ELIGIBILITY & NCAA ELIGIBILITY

CVC is structured to be in full compliance with the North Dakota High School Activities Association (NDHSAA) and with National Collegiate Athletic Association (NCAA) rules and regulations.

Parent Initials:

Athlete Initials:

## CAPITAL VOLLEYBALL CLUB BOARD OF DIRECTORS

CVC Board of Directors provides approval for policy, staff hiring and provides recommendations for the direction of the program. Board Member Descriptions ([see website for current board members](#)):

- **President:** The president shall be responsible planning and presiding over the board meetings. Works directly with the co-director's wants and needs of the club and how the money should be spent. Applications for any open board positions are the responsibility of the president. The president shall also assist in any area of the club that is needed.
- **Vice-President:** The vice-presidents shall be responsible for presiding over meetings in the absence of the president, assisting the president in conducting the business of the club and its board of directors and is responsible for marketing and promotion of the club.
- **Treasurer:** The treasurer shall record all deposits and expenses of the club's funds. In addition, he/she shall keep correct and complete books and records of the club's accounts and he/she shall allow such books and records to be inspected by any officer or his agent or attorney, for any proper purpose at any reasonable time.
- **Secretary:** The secretary shall be responsible for recording and providing minutes of the meetings of the board of directors and the club, and for assisting the president in preparing meeting agendas. The secretary shall also keep a record of the names and addresses of the officers and shall allow such minutes and records be inspected by any officer or his agent or attorney, for any proper purpose at any reasonable time.
- **Co-Club Director:** The board of directors hires the Club Co-Director, as this is a paid position. The board of directors will review the position and the pay each year at the annual meeting to address any changes or adjustments that need to be made. The duties of the co-director include overseeing the CVC volleyball program, selecting coaches, practice and tournament schedules and maintaining the CVC website.
- **Co-Club Director:** The board of directors hires the Club Co-Director, as this is a paid position. The board of directors will review the position and the pay each year at the annual meeting to address any changes or adjustments that need to be made. The duties of the director include overseeing the CVC volleyball program, selecting coaches, practice and tournament schedules and maintaining the CVC website.
- **At Large Community Member 1**
- **At Large Community Member 2**
- **Parent Representative 1**
- **Parent Representative 2**
- **Parent Representative 3**
- **High School Coach Representative 1**
- **High School Coach Representative 2**

## CVC COMMUNICATION LINES

- Club Directors' E-Mail: [capitalvolleyballclubnd@gmail.com](mailto:capitalvolleyballclubnd@gmail.com)
- Website: <http://www.cvcnd.com>
- Twitter: @cvc\_nd
- Instagram: cvc\_nd

Parent Initials:

Athlete Initials:

## COMMUNICATION

Frequently, pre-tournament information is often delayed until the week of the tournament. The club directors will release the information to parents and athletes as soon as it becomes available. As a parent/guardian, please familiarize yourself with any information that comes home with your athlete. Please ask your daughters on a continual basis if they brought any information home with them. As you know, sometimes you may not see it unless you ask.

Information will be posted on the website and sent through the Sports Engine app. Please be open to the fact that sometimes last minute changes are made and we will do our best to inform you ASAP. It will also be helpful to establish communications with other parents/guardians in the club or on your daughters' team. Your patience and cooperation is appreciated. If you have any questions, please do not refrain from asking at any time.

## WEATHER ANNOUNCEMENTS

We are all aware of the unpredictable weather in North Dakota, Minnesota, and South Dakota. In the event of severe weather, practice will be cancelled. If Bismarck-Mandan schools have been closed, we will not hold practice. Announcements will be posted on our website as well as Sports Engine. **DO NOT TRAVEL IF YOU DO NOT FEEL COMFORTABLE DRIVING TO PRACTICE.**

If severe weather is predicted for the weekend of tournament travel, a final decision by the directors will be posted to the website by 9:30AM on the day of travel. Example: If tournament play is on a Saturday and a day of travel is required, a decision will be posted by 9:30AM on Friday on whether CVC teams will be attending said tournament.

## CONFLICTS & COMPLAINTS

CVC would like to handle any conflicts and complaints in a professional manner. It is an expectation that all players and parents read the CVC Handbook before beginning a complaint process.

Playing time and position conflicts should first be discussed between the coach and player. It is an expectation that both the coach and player conduct any conversations in a civil manner, withholding many emotions that come with this subject. Any coach, at any time, has the right to have another staff member present for liability purposes. Any coach also has the right to set a time to meet with that athlete if there are no other staff members available. The coach has the right to end any meeting at any time if the conversation goes beyond a civil conversation. All staff members will document meetings with players.

It is the belief of CVC that players and coaches discuss issues first. It is the players who play for the coach, not the parents. **Parents will not be allowed to discuss these issues or any conflicts with coaches unless the athlete has first had a conversation with the coach. If an issue is still unresolved after the athlete/coach discussion, then a parent/guardian may schedule a meeting to sit down with the coach, athlete, and one and/or both co-directors to discuss. If problems are still not resolved the Board of Directors will advise and, if necessary, vote on the problem.**

The club director and coaches have the right to walk away from any discussion involving playing time, position, or volleyball strategy and philosophy conversations. If any parent or guardian has a conflict or complaint, we ask that they first wait 24 hours before starting the complaint process highlighted above. CVC believes that this policy is a great first step to open up communication doors between coaches and athletes.

Parent Initials:

Athlete Initials:

It is an expectation that each player, parent or guardian follows CVC's complaint policy. If not, the following discipline procedures will be enforced:

**1<sup>st</sup> Offense/Level One offense**-A level one offense is defined when a parent/guardian generally discusses playing time, positioning or coaching strategy with the coach at any time. This conversation is done on a concerned level, but done in a civil manner. It will also be considered an offense when a parent/guardian is verbally degrading the play of the team or another player during a match out loud. The player will be withheld from one match.

**2<sup>nd</sup> Offense/Level Two offense**-A level two offense is defined when a parent/guardian commits a level one offense for the second time. A level two offense will also be defined as when a parent/guardian is behaving in an uncivil manner to a coach, player, team, or official. The player will be withheld from playing for the remainder of the tournament.

**3<sup>rd</sup> Offense/Level Three offense**-A level three offense is defined as "third strike, you're out." Two previous offenses plus a third offense, or any situation that goes above and beyond behaving in an uncivil manner to a coach, player, team, or official will result in the player being removed from the program. The participant, parent or guardian will still be responsible for all financial commitments despite being removed from the program.

It is the hope of CVC that we reach a solution via the formal complaint process and can avoid having any of the above situations. With your cooperation, this hope is possible. However, this is a no-tolerance policy and no exceptions will be made. The club co-directors will be responsible for all decisions in regards to discipline procedures. The parents will be notified of any infractions through e-mail, phone call or civil discussion.

## **RESPONSIBILITIES & CODE OF CONDUCT**

Membership in the CVC program carries with it certain responsibilities. This applies not only to the club participants, but to the parents and guardians as well. Please keep in mind that you are not only representing yourself, but also representing our club.

1. At any time, no athlete, parent or coach shall make any disparaging remarks about or gestures towards another player, team, coach, official or parent/s.
2. Players, coaches and parents should have general knowledge of the sport of volleyball, USA Volleyball, North Dakota High School Activities Association and North Country Region rules and regulations.
3. At all times members and coaches are expected to act appropriately and dress tastefully, keeping in mind that they are representing CVC.
4. When participating in a tournament, players and coaches should not leave personal property or team belongings unattended.
5. Players and parents are responsible for leaving all facilities neat and clean. Please follow the rules of the playing sites regarding food, drinks and coolers.
6. No team member may leave an event without checking out with the team coach or club director.

\*CVC reserves the right to use our offense policies for breaking the code of conduct.

Parent Initials:

Athlete Initials:



## **SEXUAL & NON-SEXUAL HARASSMENT, VIOLENCE & ABUSE**

### **General Statement of Policy**

Harassment, violence and assault either sexual or non-sexual are violations of North Dakota and Federal laws. Sexual harassment is a form of sexual discrimination. Men and women may be victims or may be offenders. It is the policy of CVC to maintain a learning and working environment that is free from all harassment and violence. CVC prohibits any form of harassment, abuse and violence.

It shall be a violation of this policy for any club member, club parent/guardian, director, board member, coach or employee of CVC to harass or be violent in any manner to a club member, club parent/guardian, director, board member, coach or employee through conduct or communication as defined by this policy. CVC will investigate all complaints, formal or informal, verbal or written of harassment, violence or abuse either sexual or non-sexual and to discipline any club member, club parent/guardian, director, board member, or coach who violates this policy.

This policy also covers any extension of the CVC environment; i.e. club-sponsored events, members, parents/guardians, directors, board member, coaches or employees are prohibited from engaging in any form of harassment violence or abuse at these events.

### **Reporting Procedure**

Victims of alleged harassment, violence or abuse in both a sexual or non-sexual form and third person/observers with knowledge or belief of conduct constituting such acts should report the alleged act immediately to CVC director, as designed herein. Cases of harassment may be turned over to the Bismarck Police Department or other delegated organizations.

## **SOCIAL NETWORKING**

CVC supports its member's rights to freedom of speech, expression, and association, including the use of social networks. However, playing and competing for CVC is a privilege, not a right. As a member of CVC you are a representative of CVC in the public eye. We ask you to use extreme caution in the use of social networking websites (i.e., Facebook, Twitter, Snap Chat, Instagram, YouTube, email, etc.). Members should not post inappropriate information or pictures on social networking sites that damage or embarrass individuals, teams, or the club.

### **General Rules:**

Be wise with how much personal information you post. Facebook, Twitter, Snap Chat and other social networks provide privacy settings that protect this information. Use the privacy settings to your advantage, but understand they are not a guarantee that what you post will not be made public.

Understand that what you put out there cannot be taken back. Once any text, photo, tweet, or video is placed online it is completely out of your control, regardless of whether you limit access to your page. Anything posted online is available to anyone in the world.

### **Social Media Guidelines:**

- Be a leader, act like a leader, & post like a leader.
- Represent this organization in a first-class manner and with integrity
- Refrain from posting comments that constitute a credible threat of physical or emotional injury to another person.
- Refrain from posting comments or photos that describe unlawful assault, abuse, hazing, harassment, or discrimination.
- Refrain from any posts that may be derogatory towards any sports teams or clubs
- Be mindful of what you re-tweet. Although you may not have said it, what you re-tweet reflects how others view you.
- Using inappropriate or offensive language in comments, tweets, videos and other postings will lead to a negative image, so don't do it!

Parent Initials:

Athlete Initials:

**Best Practices:**

- Think twice before posting. If you don't want your parents, grandparents, or coaches to see it, then don't post it!
- Be accurate and honest. Always tell the truth.
- You never know who is watching, from coaches, to teammates, parents, teachers, college recruiters or future employers.
- Take pride in what you do and who/what you represent. CVC, your team, your teammates, your school, your family, etc.
- Everything that you post online is permanent...even when it's deleted.

**More good tips:**

\*All that being said, don't be afraid to "re-tweet" or "share" CVC-related content on your Twitter and Facebook. The more eyes that see positive comments, the better!

\*Members who do not comply with this policy are subject to disciplinary action as outlined in the handbook code of conduct. CVC will also follow the disciplinary action set forth by the NDHSAA or school district, if applicable.

**TOBACCO/ALCOHOL/DRUGS**

The use and/or possession of tobacco products, e-cigarettes/vaping products, alcohol, drugs or drug paraphernalia by CVC players is illegal and forbidden.

- Any suspected use and/or possession of the above items will be reported to the co-directors and will be immediately relayed to the parents/guardian and player by involved parties in a confidential meeting.
- Confirmed use or possession of the above products by a CVC player may result in suspension from play. The length of suspension and/or the possibility of expulsion from the team will be determined in a confidential meeting between parents/guardians, player, co-directors and a designee from the board of directors.

Members who do not comply with this policy are subject to disciplinary action. CVC will follow the disciplinary action set forth by the NDHSAA or school district, if applicable.

Parent Initials:

Athlete Initials:

**CVC Yearly Timeline of Events:**

<b>July</b>	Board approves operating budget for upcoming year Pre-Registration Opens for Winter and Spring Seasons
<b>August</b>	Directors begin recruiting coaches for upcoming year
<b>September</b>	Board begins planning for Adult Capital Winter Classic Tournament for December Team volunteering opportunity (Papas Pumpkin Patch)
<b>October</b>	Registration opens and closes for Spring and Winter Seasons. Board begins selection process of tournaments for spring & winter seasons
<b>November</b>	Winter tryouts begin last week of November/first week of December Teams announced via Sports Engine Optional fundraising available
<b>December</b>	Team practices begin in preparation for winter season Informational Parent Meeting held by each coach Fundraising due; products delivered Adult Capital Winter Classic Tournament CVC Skills Clinics
<b>January</b>	Practices continue First tournaments begin CVC hosts their own tournament The Capital Classic in Bismarck (opportunities to volunteer)
<b>February</b>	Winter tournaments continue
<b>March</b>	Winter season concludes Spring tryouts begin in mid-March Teams announced via Sports Engine Optional fundraising available
<b>April</b>	Spring practices continue Informational Parent Meeting held by each coach Spring tournaments
<b>May</b>	Spring season concludes Hand in CVC jersey tops to coach End of year celebration

Parent Initials:

Athlete Initials:



\_\_\_\_\_  
Athlete's Name (print)

\_\_\_\_\_  
CVC Team

I, the parent/guardian of the athlete named above, hereby give permission for my child to participate on the team and participate in all the team's activities, as directed by CVC.

I understand that my child will be obligated to attend regularly scheduled practices and tournaments.

I understand that my child is responsible for his/her behavior at all times, and agree not to hold CVC or any of its coaches responsible for any expenses or damages incurred as a result of my child's behavior. I also understand that any violation of the CVC's handbook may result disciplinary action or expulsion from the team.

I agree to inform CVC of any change in my child's medical or physical condition which develops or is discovered at any time after the date this document is signed.

I agree to be responsible for the return of any CVC jersey assigned to my child during each season.

I have read the entire CVC handbook with the athlete names above and agree to all terms and conditions.

In an emergency, please contact me at: (\_\_\_\_\_) \_\_\_\_\_ or (\_\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_  
**PRINT** Name of Parent/Guardian

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Athlete Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

PLEASE RETURN TO YOUR PLAYER'S CVC COACH

Parent Initials:

Athlete Initials: