



**Keystone Region  
Volleyball Association**

**2023-2024**

# **ATHLETE HANDBOOK**



**Keystone Region Volleyball Association**

PO Box 3234  
Allentown, PA 18103

610-401-3362

[www.keystoneregionvolleyball.org](http://www.keystoneregionvolleyball.org)

[commissioner@krva.org](mailto:commissioner@krva.org)

## ABOUT KEYSTONE REGION VOLLEYBALL ASSOCIATION

USA Volleyball is the National Governing Body (NGB) for volleyball for the United States and has 40 independently run regions throughout the country. As a Region of USA Volleyball, Keystone Region is the umbrella organization of the clubs in Pennsylvania and operates as a 501(c)3 nonprofit organization. Keystone Region sets policy, implements USAV (USA Volleyball) and independent education programs, provides insurance and operates various tournaments and championships. The clubs themselves are also independent business organizations, implementing their own policies and overseeing their own finances.

Keystone Region Volleyball Association, or KRVA, is a nonprofit corporation formed under the laws of the State of Pennsylvania. The IRS has recognized the organization as a 501(c) (3) tax-exempt organization, and contributions qualify as charitable deductions for the donor to the extent permitted by law.

The word keystone comes from architecture and refers to the central, wedge-shaped stone in an arch, which holds all other stones in place. The nickname, The Keystone State, could be traced back to the geographical location which was central to the 13 original colonies and its key position in the economic, social, and political development of the USA.



## SCHOLARSHIPS

Keystone Region Volleyball Association awards two Achievement Scholarships each spring: one scholarship each to a graduating high school male and female athlete who have demonstrated extreme sportsmanship, achieved academic requirements set forth, and will continue their volleyball career at the collegiate level.

**The application deadline is April 1 of each year.**

Requirements:

- A 300-word essay demonstrating your participation in the sport of volleyball and how it has contributed positively to your life experiences.
- A resumé of your volleyball and academic achievements.
- A copy of your most recent high school transcript.
- A letter of commitment from your future college.
- A letter of verification of anticipated participation from your future college volleyball coach.



You can find the application on the [keystoneregionvolleyball.org](https://keystoneregionvolleyball.org) website.

## One more thing before we delve into our handbook:

### Be sure to follow us on social media!

We share tournament photos, highlight players across the region, offer tips and advice throughout your season, host fun online trivia contests, and more! Enter a contest and you could win an official KRVA t-shirt -- you might see a trivia question about some of the content in **this** handbook!

Feel free to send us your pics to share on social! Either DM us on Insta or Twitter, or email them to [staff@krva.org](mailto:staff@krva.org).



Twitter



Instagram



Facebook

# TABLE OF CONTENTS

ABOUT KEYSTONE REGION VOLLEYBALL ASSOCIATION .....	iv
SCHOLARSHIPS .....	v
WHAT IS CLUB VOLLEYBALL.....	1
CHOOSING A CLUB.....	2
COMMITMENT.....	2
TRYOUTS .....	3
Junior Boys .....	3
Junior Girls 14 & Under .....	3
Junior Girls 15 & Older .....	3
OFFERS .....	4
Loyalty Offers.....	4
Accepting an Offer .....	4
TOURNAMENTS .....	5
MEMBERSHIP.....	6
COMMUNICATION .....	8
Offers .....	8
Coaches .....	9
SAFESPORT .....	10
OFFICIATING – Yes, You! .....	13
APPENDIX.....	i
Appendix A Regional Map.....	ii
Appendix B Age Definition Chart.....	iii
Appendix C Tryout Offer Samples.....	v
Appendix D Offer Adherence .....	vi
Appendix E Social Media and Communication Policy .....	vii
Appendix F Codes of Conduct .....	x







# WHAT IS CLUB VOLLEYBALL

Club Volleyball offers you the opportunity to play volleyball and develop your skills outside of school volleyball. Most high school volleyball players also play club volleyball. Club teams are available for both girls and boys starting with elementary school and going through high school. In Pennsylvania, many clubs are members of the Keystone Region (KRVA) and of USA Volleyball (USAV).

Club volleyball season is different for boys and girls. Boys' tournament season begins in September and is generally finished in March which is when boys' high school season starts. Girls' tournament season begins in January and ends in May or June of each year.

If you are new to club volleyball, here is a quick outline of how a club season works:

- ✓ Get Membership
- ✓ Tryouts
- ✓ Receive an Offer
- ✓ Attend Practices and Tournaments

You may try out for as many clubs as you would like during the tryout period as long as you have a membership. Some tryouts will overlap so it is up to you to determine which you would like to attend. Please remember that if you accept a Loyalty Offer, you are bound to that club and may not attend tryouts for a different club. Sanctions will be imposed if you go to another club's tryouts.

Teams may practice two to three times per week for about 2 hours in the evenings and/or on weekends.

Each team has its own schedule. Teams may compete in single-day and multi-day tournaments one to three times each month. Single day tournaments are usually within a one-hour drive. Some multi-day tournaments are also local, but some are outside the region and will require overnight stays. Tournament days are long and can last 6 to 10 hours, so this is a commitment for both you and your parents. Competitive teams will attend Bid Qualifiers with the hopes of earning a Bid to attend the USAV Boys or Girls Junior National Competition held in late spring or in early summer depending on the age group.

## **CHOOSING A CLUB**

Some things to think about when picking a club that is a good fit for you:

- Coaches
- Competition level
- Commitment
- Playing time
- Player development
- Location
- Cost
- Culture (fun vs. serious)
- Recruitment exposure if you plan to play at the collegiate level.

There is a great deal of variety between clubs and choosing the right fit can be tough. Some clubs only target the most elite athletes and coaches, while others are more open to a variety of experiences and skills. Some clubs provide a consistent level of services from year to year, while others see fluctuation.

## **COMMITMENT**

Once you accept an offer you are committed to that club for the entire season. Please remember that if you accepted a Loyalty Offer, you are bound to that club and may not attend tryouts for a different club. Sanctions will be imposed if you go to another club's tryouts.

*PLEASE SEE APPENDIX D TO REVIEW GUIDELINES ON OFFER ADHERENCE.*

## TRYOUTS

### JUNIOR BOYS

- Clubs can hold tryouts starting July 21, 2023.
- Email offers can be sent on July 21st or later.
- All offers made after July 21st are at the club's discretion.

### JUNIOR GIRLS 14 & UNDER

There is one window for tryouts for younger Junior players.

- Clubs can hold tryouts starting October 14, 2023.
- Email offers can be sent on Wednesday, October 25, 2023, at 7:00 PM.
- All offers made after 7:01 PM on 10/25/23 are at the club's discretion.

### JUNIOR GIRLS 15 & OLDER

Older Junior players have two available windows for tryouts due to high school volleyball season. It is at the discretion of individual clubs to establish their tryout schedule from the following options:

#### SUMMER TRYOUTS – JULY 21-30, 2023

- Email offers can be sent between July 26, 2023, at 7:00 PM and August 5, 2023.
- No tryouts may occur between August 1 to November 9, 2023.
- No offers can be made between August 6 and November 14, 2023.

#### FALL TRYOUTS – BEGINNING NOVEMBER 10, 2023

- Email offers can be sent beginning Wednesday, November 15, 2023, at 7:00 PM.
- All offers made after 7:01 PM on 11/15/23 are at the club's discretion.

## OFFERS

### LOYALTY OFFERS

July 10 to July 14, 2023

Clubs are allowed to send Loyalty offers to their returning athletes who will be participating in the 12U-18U age divisions in the upcoming season. A returning athlete is defined as a registered KRVA member assigned to a registered KRVA club during the previous year/club season. A Loyalty Offer means that you will play for the club; the actual team that you will be playing on may or may not be assigned at this time.

### ACCEPTING AN OFFER

**You have 48 hours from the timestamp on the offer email to accept or decline the offer in writing.** You are encouraged to let clubs know of your intentions as soon as you make your decision – you do NOT need to wait until the deadline to accept or decline an offer.

Once you accept an offer, you cannot change your mind and join another club. You have made a season-long commitment to that club. Clubs are under no obligation to release players until the season is finished.

Offers that are not accepted or declined within the allotted time will be automatically rescinded when the 48-hour window is over according to the timestamp on the original offer email. Once an offer is declined in writing, the offer is off the table. If you change your mind, your parents need to contact the club. If the club wants to reissue a new offer, they can do so.

**If you are not selected for a team, please visit the front page of the KRVA website where you will find a posting of clubs looking for players to fill their rosters.**

## TOURNAMENTS

### REGIONAL

Regional competitions are those tournaments held within the boundaries of the Keystone Region. [See *Region Map in Appendix A*]

KRVA hosts several regional and bid tournaments, both Bid and Non-Bid, during the winter and early spring months. [Check out AES](#) to find out which tournaments we are hosting this year.

### OUT-OF-REGION

Any tournament held outside of the Keystone Region is considered out-of-region. Teams that travel to events in other states may stay in a team hotel, attend the event together, and even plan dinners out together. Getting away for the weekend is both fun and stressful since you may need to take time off from school which affects schoolwork and even tests. You are encouraged to keep up with your studies while traveling.





## MEMBERSHIP

To participate in a Keystone Region event, you must be registered with the Keystone Region on <https://www.sportsengine.com>. This includes all on-court activities such as shagging balls, calling lines, keeping score, etc. **Your parent or guardian will need to create a free SportsEngine account or log in to an existing account to purchase your membership.**

Keystone Region is dedicated to the safety of all our athletes. As a member of KRVA, you have access to our staff who are dedicated to customer service and the support of our members. We have a home office in Allentown and are readily available. Please reach out to us at any time with any questions or concerns: (610) 737-6944.

### TRYOUT MEMBERSHIPS

*NOTE: All memberships expire on August 31st of the current year.*

If you are attending a summer tryout (boys, or girls 15 & older) you may participate without purchasing a Tryout membership **if you played club volleyball during the past season**. If you **did not play club volleyball, or played for a club outside of our region**, you need to purchase a Tryout membership.

If you are attending a fall tryout (all junior girls) you need to purchase a Tryout membership regardless of whether you played last season.

All Tryout memberships will be upgraded to a full membership once you accept an offer from a club. Your club will send you a unique link to upgrade your membership and get assigned to your club.


### JUNIOR ATHLETES 18 OR TURNING 18

If you are 18 years old, or who will turn 18 during the upcoming season, your membership registration will automatically enroll you in SafeSport. You will be required to complete SafeSport before you are allowed to step on the court.

## MEMBERSHIP CARD

Membership cards are now digital. You can add them to your Apple Wallet or Google Pay on your smart phone. If you wish, print one of your membership emails and show that as Proof of Membership at tryouts, or take a screenshot of your membership card and print.

To find your membership card, do the following:

1. Log in to your SportsEngine account.
2. Click "Household" on the left menu.
3. Click "View Profile" for the athlete.
4. In the tile on the right that displays the Name and Membership number, either click the  icon or click "View Details."
5. Click the "Save Membership Card" button and select one of the following options: Print Card, Save to Apple Wallet, or Save to Google Play.



## COMMUNICATION

There are specific rules in place about how clubs and coaches can communicate with you. All athletes, parents, coaches, and other adults must review and agree to the electronic communication policy set forth by KRVA. It is important for everyone to adhere to these guidelines for the safety and wellbeing of all athletes.

Club representatives (directors, coaches, chaperones, team representatives, or anyone representing a club in any capacity, including parents and other unaffiliated members of any kind) may not contact you for any reason; the only exception being players that were on a team roster and played for the club in the previous season.

Clubs may contact the parent of an athlete at any time throughout the year.

*PLEASE SEE APPENDIX E TO REVIEW THE KRVA SOCIAL MEDIA AND ELECTRONIC COMMUNICATION POLICY*

## OFFERS

Offers will be sent to a parent's email address using an official offer form as outlined by KRVA. [See *Appendix C*] An offer that does not include [offers@krva.org](mailto:offers@krva.org) in the Cc: field is not valid.

Verbal offers are not valid, neither are any offers handed to you on a piece of paper. All offers must be received and accepted via an email sent to your parents.

An official acceptance of an offer must include [offers@krva.org](mailto:offers@krva.org) in the Cc: field when your parent responds to the offer. **If you don't include our email address the acceptance is not valid.**

## COACHES

Communication between a coach and player must be professional in nature and solely for the purpose of communicating information about team activities. It is strongly recommended that coaches include parents or guardians in all communications. Any communication between a coach and you should **not** include the following: drug/alcohol use, sexually oriented conversation, sexually explicit language, sexual activity, the adult's personal life, social activities, relationship or family issues or personal problems, inappropriate or sexually explicit pictures.

Any communication concerning your personal life, social activities, relationship or family issues or personal problems must be transparent, accessible, and professional.

Coaches may not "friend" or follow any club player on social media. Instant messaging is not allowed.

Any emails sent to you by a coach must include your parent or guardian and must be copied along with another coach or club administrator.

We will cover this further in the next section on SafeSport.



# SAFESPORT

The SafeSport Code establishes consistent standards of response and resolution to abuse and misconduct claims across the U.S. Olympic and Paralympic Movement, whose affiliated individuals must comply with policies and procedures as defined by the Code. The Code applies to all participants in the U.S. Olympic and Paralympic Movement, and the Center's authority related to the Movement derives from federal law. The Code was first introduced March 3, 2017, and is revised periodically.

**Learn More about SafeSport at <https://usavolleyball.org/safesport/>**

## Speaking Up

It's important for every athlete to understand what unacceptable behavior is and when to reach out to an adult to ask for help and guidance.

Sometimes athletes are worried that if they complain or report a situation about a coach or an adult, the coach will no longer like them or give them good instruction. Or you may think your teammates will get mad at you.

*Don't be afraid to speak up – everyone deserves respectful conduct.*

### ***When should you speak to an adult and ask for help?***

Whenever something happens to you that doesn't feel right, it's important to speak up to protect yourself and your teammates.

### ***No Bullying, Emotional or Verbal Abuse Allowed! Talk to someone:***

- When an adult or another athlete who is bigger, stronger, or older tries to make you do something wrong, makes you feel worthless or makes fun of you to embarrass you or make you feel bad.
- When someone yells at you, calls you names or swears at you.
- When someone pushes, shoves, punches, pinches, or hurts you in any way.
- When someone tries to make you feel like you are a bad person.
- When someone repeatedly attempts to control your personal or social life.

### ***No Sexual Abuse! Talk to someone:***

- When sexual contact, sexual attention and any other behavior with sexual overtones happen that makes you uncomfortable and you do not want to have happen.
- When an adult shares sex jokes, cartoons, or photos.
- If someone touches you inappropriately, tries to pinch, touch, or kiss you.



- If someone is talking to you about sex, asking you to have sex or asking you to touch them or kiss them.
- If someone is talking about your body or your outfit and calls you “hot” and it makes you feel uncomfortable.
- If someone emails you, text messages you or uses social media to talk about sex or suggest sexual things or send sexual photos.
- If anyone tries to hurt you sexually or forces you to touch them.

### ***No Romantic or Dating Relationships with Coaches!***

- Your coach must treat every athlete equally and should not be spending time alone with any athlete.
- The coach is your teacher and romantic relationships are NOT OK.

### ***No Hazing, Initiation Rituals or Physical Punishment!***

No team is allowed to have an initiation ritual or make you think that you must do something embarrassing to be accepted on the team. Activities that should NOT be allowed:

- Pressuring you to drink alcohol, take drugs or eat or drink something that you don't want to.
- Giving you any substance for the purpose of improving performance.
- Making you shave any part of your body or take off clothes or show body parts.
- Making you dress up and look silly.
- Forcing you to do hard physical activity as punishment, beyond what is generally acceptable.
- Asking you to perform a physical activity that is clearly beyond your physical activity and may cause injury.

### ***Physical Contact!***

A coach must always ask for your permission prior to touching you. The following situations are generally acceptable unless YOU (the athlete) feel uncomfortable. If you do, ask the coach to stop.

- When the coach asks for permission to put a body part in the correct mechanical position or correct physical form.
- A “high five” or pat on the head or back when congratulating an athlete for a good performance.

- “Spotting” or any protective coaching intended to reduce the risk of practicing or performing a skill that may cause harm, with “spotting” techniques explained to you and your teammates beforehand.
- In general, if a coach or anyone else touching you makes you feel uncomfortable for any reason, it is ok for you to ask the person to stop. Such physical contact must stop immediately no matter what the reason.

***If it feels wrong, it is wrong!***

For further information please visit Safe4Athletes.

## **Suspended Members**

<https://usavolleyball.org/safesport/suspended/>

## **Zero Tolerance Policy**

KRVA and USA Volleyball have a ZERO TOLERANCE for abuse and misconduct. This includes not only on-court safety, but also off-court safety in any part of USA Volleyball’s programs.

USA Volleyball is committed to creating safe and fun environments for youth. This includes, but is not limited to, providing training, educational materials and resources for our regions, clubs, coaches, and parents.

## **Report a Violation**

There are several options to report abuse. If you are aware of sexual abuse report it to law enforcement immediately. If abuse includes sexual misconduct report to both law enforcement and the U.S. Center for SafeSport.

**Call** 833-5US-SAFE (587-7233)

**Report Online** at <https://uscenterforsafesport.org/report-a-concern/>

# OFFICIATING – YES, YOU!

## Did you know that the minimum age to officiate is 16?

You can earn between some sweet money per match! (Visit our website for the specific rates!) There are various levels of certification (outlined below) and it's easy to get started. It pays well and is a great way to earn some extra spending money, and even help pay your way through college and beyond.

### Certification Levels

**Provisional** – This is a developmental level for referees and where everyone starts. You must be a current KRVA member, be 16 years old as of September 1 of the current club season, receive a score of C or better on a USAV written/online exam, attend one Region Rating event, and work two in-region events.

**Regional** – At this level you have a working knowledge of volleyball rules and mechanics, have good officiating mechanics, are familiar with the USAV scoresheet, know how to transition to the R2 position, show awareness in rotational faults, and show back row awareness.

**Junior National and National** - A Junior National/National Referee is certified to officiate all USA Volleyball-sanctioned junior competition in any of the 40 regions of USA Volleyball. This includes the USA Volleyball Junior National Championships and the USA Volleyball Adult Open National Championships.

[To learn more about becoming an Official, please visit our website.](#)



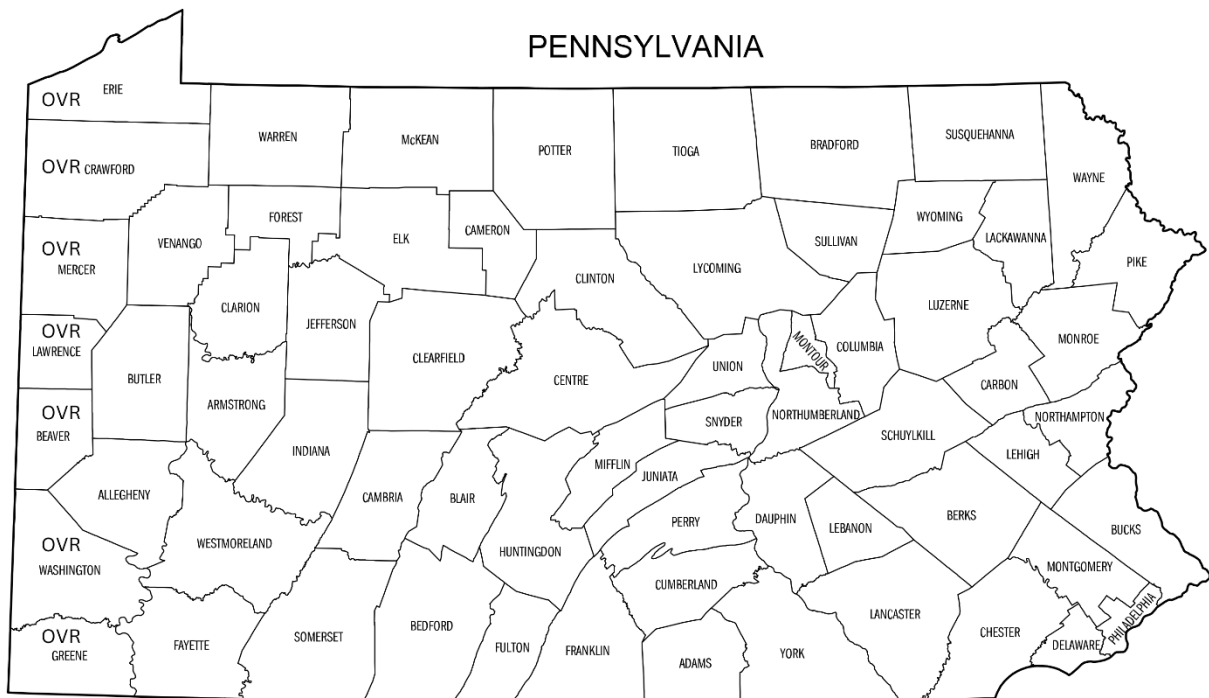


# APPENDIX



## APPENDIX A REGIONAL MAP

Keystone Region is comprised of the entire state of Pennsylvania except for the following counties: Erie, Crawford, Mercer, Lawrence, Beaver, Washington, and Greene.



## APPENDIX B

## AGE DEFINITION CHART



### USA VOLLEYBALL JUNIOR PLAYER AGE DEFINITION For use during the 2022-2023 Season

Once a player participates (including but not limited to practicing, training, attending workouts and/or competing) in a club or varsity program for any university, college, community college, or junior college, he/she is ineligible to take part in any regional and national programming, which includes but is not limited to national JNC qualifying and championship events.

**18 and Under Division:** Players who were born on or after July 1, 2004 (including high school graduates eligible based on the above paragraph)

**18 and Under Division:** Players who were born on or after July 1, 2003 *and* a high school student in the twelfth (12<sup>th</sup>) grade or below during some part of the current academic year are eligible to compete on 18 and under teams.

**17 and Under Division:** Players who were born on or after July 1, 2005

**Girls 17 and Under Division:** Players who were born on or after July 1, 2004 (18 years or younger) who shall neither have completed nor are in a grade higher than the eleventh grade (11<sup>th</sup>) during the current academic year will be allowed to participate in the 17 and under age division. This age waiver is still subject to frozen roster rules. (This age waiver is based on recruiting concerns for girls in the 11<sup>th</sup> grade who would otherwise be required to participate in girls 18's qualifiers and the Girls 18's GJNC.)

**16 and Under Division:** Players who were born on or after July 1, 2006

**15 and Under Division:** Players who were born on or after July 1, 2007

**14 and Under Division:** Players who were born on or after July 1, 2008

**Boys 14 and Under Division:** Players who were born on or after July 1, 2007 (15 years or younger) who shall neither have completed nor are in a grade higher than the eighth grade (8<sup>th</sup>) during the current academic year will be allowed to participate at the USA Junior National Championships on 14 and under teams. This age waiver is still subject to frozen roster rules. (This exception is based on the net height difference of 7'4 1/8" to 7' 11 5/8" between the 14 and Under Division to the 15 and Under Division.)

**13 and Under Division:** Players who were born on or after July 1, 2009

**Boys 13 and Under Division:** Players who were born on or after July 1, 2008 (14 years or younger) who shall neither have completed nor are in a grade higher than the seventh grade (7<sup>th</sup>) during the current academic year are eligible for a Region approved waiver to compete in the boys 13's age group. This age waiver is still subject to frozen roster rules.

**12 and Under Division:** Players who were born on or after July 1, 2010

**Boys 12 and Under Division:** Players who were born on or after July 1, 2009 (13 years or younger) who shall neither have completed nor are in a grade higher than the sixth grade (6<sup>th</sup>) during the current academic year are eligible for a Region approved waiver to compete in the boys 12's age group. This age waiver is still subject to frozen roster rules.

**11 and Under Division:** Players who were born on or after July 1, 2011

**10 and Under Division:** Players who were born on or after July 1, 2012

**9 and Under Division:** Players who were born on or after July 1, 2013

**8 and Under Division:** Players who were born on or after July 1, 2014

**Note:** These age definitions are used by domestic club programs and are NOT the same as the age definitions for International Competition and Domestic National Team Development Programs.

The Age Definition Policy was most recently revised by the USA Volleyball Board of Directors on June 30, 2020. The classification cut-off date of July 1 was reviewed by the USAV Junior Assembly and the USA Regional Volleyball Association Assembly and research justified the new cut-off date of July 1.

2022-2023 Season 4065 Sinton Road, Suite 200 | Colorado Springs, CO 80907  
Phone: 719 228-6800 | Fax: 719 228-6899 | [www.usavolleyball.org](http://www.usavolleyball.org)

Revised 4/14/2022



### USA VOLLEYBALL JUNIOR PLAYER AGE DEFINITION For use during the 2022-2023 Season

To determine the correct age division, please find the Month of Birth in the left column and then the year of birth in the same row. The heading of the column matching the Year of Birth is the correct age bracket.

	18 & Under <sup>1</sup>	18 & Under <sup>2</sup>	17 & Under	16 & Under	15 & Under <sup>3</sup>	14 & Under <sup>4</sup>	13 & Under <sup>5</sup>	12 & Under	11 & Under	10 & Under	9 & Under	8 & Under
July	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Aug	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Sept	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Oct	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Nov	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Dec	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Jan	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Feb	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Mar	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Apr	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
May	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
June	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015

<sup>1</sup> Players who were born on or after July 1, 2003 and a high school student in the twelfth (12<sup>th</sup>) grade or below during some part of the current academic year are eligible to compete in 18 & under.

<sup>2</sup> **Female Only** - Players who were born on or after July 1, 2004, (who are defined as 18 & under by the USAV Age Definition) and are in the 11<sup>th</sup> grade for the current academic year are waived to compete in 17 & under. (This age waiver is based on recruiting concerns for 11<sup>th</sup> grade girls previously required to participate in girls 18's qualifiers and the 18's GJNC.)

<sup>3</sup> **Male Only** - Players who were born on or after July 1, 2008 OR players who were born on or after July 1, 2007 (15 years or younger) who shall neither have completed nor are in a grade higher than the eighth (8<sup>th</sup>) grade during the current academic year are eligible to play in the 14 & Under division. This exception is based on the net height difference of 7'4 1/8" to 7'11 5/8" between the 14 and Under Division to the 15 and Under Division.

<sup>4</sup> **Male Only** - Players who were born on or after July 1, 2008 (14 years or younger) who shall neither have completed nor are in a grade higher than the seventh grade (7<sup>th</sup>) during the current academic year are eligible for a Region approved waiver to compete in the boys 13's age group.

<sup>5</sup> **Male Only** - Players who were born on or after July 1, 2009 (13 years or younger) who shall neither have completed nor are in a grade higher than the sixth grade (6<sup>th</sup>) during the current academic year are eligible for a Region approved waiver to compete in the boys 12's age group.

## APPENDIX C      TRYOUT OFFER SAMPLES



### KRVA JUNIOR ATHLETE OFFER TEMPLATE

**Email Subject Name:** CLUB NAME

Dear Family,

We are pleased to offer you a spot with NAME OF CLUB for the upcoming 2023-24 club volleyball season. Because you played for our club last season, you are eligible to receive this Loyalty Offer.

If you accept this offer, it will be binding when you REPLY ALL to this email. You are guaranteed a spot with the club and will be committed to NAME OF CLUB for the entire 2023-24 season. The club is also bound by this offer and the details of this email.

The cost of the club will range from \$\_\_\_ to \$\_\_\_ for the season and that cost will include \_\_\_ (ie. Uniforms, 8-10 tournaments, practices, coaching fees, etc.).

INSERT ADDITIONAL INFO HERE\*

You have 48 hours to respond with your acceptance or declination from the time stamp on this email. You must respond to this email, your decision must be in writing, and you must have offers@krva.org in the CC line in order for this offer to be valid.

Thank you,

CLUB DIRECTOR NAME

**\* Optional information includes:**

Age level of the team  
Team name  
Position  
Potential schedules  
Number of players on team

## **APPENDIX D            OFFER ADHERENCE**

The Keystone Region reserves the right to investigate any tryout window infractions regardless of how the KRVA learns about the incident. This is a self-policing policy and all KRVA members are obligated to report any infractions and cooperate fully with any investigations. If the KRVA determines that an offense has occurred, there will be a fine of \$500 per occurrence and any of the following sanctions may also be imposed, depending on the severity of the offense:

- Letter of reprimand.
- Indefinite suspension of the individual, team and/or club from KRVA events, beginning from the date when the investigation concludes.
- Individuals, teams, and/or clubs suspended for more than one year must apply in writing for reinstatement as a member in good standing. Approval for reinstatement will be contingent upon a full review of the application by the KRVA.
- An individual, team and/or club may appeal a sanction or fine through the KRVA Appeals Policy.
- When reporting an infraction please include the following information:
  - Date of infraction and Offending club.
  - Any type of objective documentation that supports a violation to the policy, includes but not limited to:
    - Website links and or social media posts
    - Emails and or texts
    - Publications (newspaper ads, flyers etc.)
    - Receipts

Contact information for the person reporting the incident.

All complaints can be forwarded to <mailto:commissioner@KRVA.org>.



## **APPENDIX E                      SOCIAL MEDIA AND COMMUNICATION POLICY**

### **Keystone Regional Volleyball Association**

#### **SOCIAL MEDIA AND ELECTRONIC COMMUNICATION POLICY**

Keystone Regional Volleyball Association (KRVA) junior clubs are now required to implement an electronic communication policy. The policy must be reviewed with and agreed to by all athletes, parents, coaches, and other adults affiliated with the club. The following is the required policy for clubs to utilize as their policy for appropriate electronic communications between adults and athletes and is provided to assist Keystone Region member clubs. Clubs must use the following policy in its entirety and may add more information if desired. Each member club has the responsibility for approval and implementation of this electronic communication policy.

#### **ELECTRONIC COMMUNICATION POLICY OF KEYSTONE REGIONAL VOLLEYBALL ASSOCIATION**

##### **PURPOSE**

Keystone Regional Volleyball Association (“KRVA”) recognizes the prevalence of electronic communication and social media in today’s world. Many of our student-athletes use these means as their primary method of communication. While KRVA acknowledges the value of these methods of communication, KRVA also realizes that there are associated risks that must be considered when adults use these methods to communicate with minors.

##### **GENERAL CONTENT**

All communications between a coach or other adult and an athlete must be professional in nature and for the purpose of communicating information about team activities and it is recommended to include the parents/guardians. The content and intent of all electronic communications must adhere to the KRVA and USA Volleyball Code of Conduct regarding Athlete Protection.

For example, as with any communication with an athlete, electronic communication should not contain or relate to any of the following:

- Drugs or alcohol use.
- Sexually oriented conversation; sexually explicit language, sexual activity.
- The adult’s personal life, social activities, relationship or family issues, or personal problems.
- Inappropriate or sexually explicit pictures.

**Note:** Any communication concerning an athlete's personal life, social activities, relationship or family issues or personal problems must be transparent, accessible and professional whether one is an athlete, coach, board member or parent, the guiding principle to always use in communication is to ask: "Is this communication something that someone else would find appropriate or acceptable in a face-to-face meeting?" or "Is this something you would be comfortable saying out loud to the intended recipient of your communication in front of the intended recipient's parents, the coaching staff, the board or other athletes?"

With respect to electronic communications, a simple test that can be used in most cases is whether the electronic communication with athletes is Transparent, Accessible and Professional.

**Transparent:** All electronic communication between coaches and athletes should be transparent. Your communication should not only be clear and direct, but also free of hidden meanings, innuendos, and expectations.

**Accessible:** All electronic communication between coaches and athletes should be considered a matter of record and a part of the club's records. Whenever possible, include another coach or parent in the communication so there is no question regarding accessibility.

**Professional:** All electronic communication between a coach and an athlete should be conducted professionally as a representative of the Club. This includes word choice, tone, grammar, and subject matter that model the standards and integrity of a staff member.

If your communication meets all three of the T.A.P. criteria, then it is likely your method and manner of communication with athletes will be appropriate.

## **FACEBOOK, INSTAGRAM, BLOGS, AND SIMILAR SITES**

Coaches may have personal Facebook (or other social media site) pages, but they are not permitted to have any athlete member of the club join their personal page as a "friend". A coach should not accept any "friend" request from any athlete. In addition, the coach should remind the athlete that this is not permitted. Coaches and athletes are not permitted to "instant message" each other through Facebook chat or other IM methods. The club has an official Facebook page where athletes and their parents can "like" or "friend" for information and updates on team-related matters. Coaches are encouraged to set their pages to "private" to prevent athletes from accessing the coach's personal information.

## **TWITTER**

The club has an official Twitter page that coaches, athletes, and parents can follow for information and updates on team-related matters. Coaches are not permitted to follow athletes on Twitter. Likewise, athletes are not permitted to follow coaches on Twitter. Coaches and athletes are not permitted to “direct message” each other through Twitter.

## **TEXTING**

Subject to the general guidelines mentioned above, texting is allowed between coaches and athletes during the hours of 7am until 10pm. Texting shall only be used for the purpose of communicating information directly related to team activities.

## **EMAIL**

Athletes and coaches may use emails to communicate. When communicating with an athlete through email, a parent or guardian must be copied, along with another coach or club administrator.

## **REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS**

The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of communication. Immediate compliance without repercussion must be granted.

## **MISCONDUCT**

Because social media and electronic communications can be used to commit misconduct (e.g., emotional, sexual, bullying, harassment, and hazing), such communications by coaches, staff, volunteers, administrators, officials, parents, or athletes will not be tolerated and are considered violations of the SafeSport Handbook.

## **VIOLATIONS**

Violations of KRVA's Social Media and Electronic Communication Policy should be reported to your parents, a Club administrator, or the Regional SafeSport Contact (the Commissioner at [commissioner@krva.org](mailto:commissioner@krva.org)) for evaluation of complaints and allegations. A KRVA and/or USA Volleyball participant or parent of a participant who violates this policy is subject to appropriate disciplinary action, including but not limited to suspension, permanent suspension, and/or referral to law enforcement authorities.

If you are aware of any inappropriate behavior or suspect misconduct of a sexual or abusive nature, you **MUST** report it. Please do not hesitate. It is everyone's responsibility to keep our athletes safe!

## APPENDIX F CODES OF CONDUCT



### Keystone Regional Volleyball Association PARTICIPANT CODE OF CONDUCT

#### THE FOLLOWING ACTIONS ARE PROHIBITED:

1. Violation of any anti-doping policies, protocols or procedures as defined by the International Olympic Committee (IOC; [www.olympic.org](http://www.olympic.org)), World Anti-Doping Agency (WADA; [www.wada-ama.org](http://www.wada-ama.org)), Federation Internationale de Volleyball (FIVB; [www.fivb.org](http://www.fivb.org)), US Anti-Doping Agency (USADA; [www.usada.org](http://www.usada.org)), or the United States Olympic Committee (USOC; [www.teamusa.org](http://www.teamusa.org)). Violations of this provision will be adjudicated only by the proper anti-doping authority, not USA Volleyball (USAV) or Keystone Region Volleyball Association (KRVA).
2. Violation of SafeSport rules, policies and procedures promulgated by the U.S. Center for SafeSport ([www.safesport.org](http://www.safesport.org)), as they may be amended from time to time.
3. Possession, consumption or distribution of alcohol and/or tobacco if illegal or in violation of USAV or KRVA policies.
4. KRVA policy prohibits the possession, consumption or distribution of alcohol and/or tobacco by anyone registered as a member or anyone in attendance at the event venue of any KRVA / USAV sanctioned junior event.
5. Use of a recognized identification card by anyone other than the individual described on the card.
6. Physical damage to a facility or theft of items from a room, dormitory, residence or another person (Restitution will be part of any penalty imposed)
7. Possession of fireworks, ammunition, firearms, or other weapons or any item or material which by commonly accepted practices and principles would be a hazard or harmful to other persons at KRVA/USAV sanctioned events.
8. Any action considered to be an offense under Federal, State, or local law ordinances.
9. Violation of the specific policies, regulations, and/or procedures of KRVA, USAV, or the facility used in conjunction with a sanctioned event. (It is the responsibility of the individual to be familiar with applicable specific policies, regulations and procedures)
10. Conduct which is inappropriate as determined by comparison to normally accepted behavior.
11. Physical or verbal intimidation of any individual, including event staff.
12. Actions that will be detrimental to KRVA or USAV.

Sanctions for members will be applied after due process. Sanctions for non-members will be applied immediately. Non-members do not have an appeal process. This policy is for Region-Run multi-day events.

Single day tournaments should follow the policy and procedure as set forth in the most current version of the Tournament Director Manual.