Central Jersey Volleyball Academy



Parent & Player Handbook

Flemington
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Welcome to CJVA

Welcome to Central Jersey Volleyball Academy's 21st season! We are excited to have you as a part of the CJVA family. Our goal is to provide every athlete with an environment that promotes excellence, personal growth, teamwork, accountability, and a lifelong passion for volleyball.

CJVA believes success is measured not only by wins and championships, but by the character, confidence, work ethic, and leadership our athletes develop throughout their journey.

Participation in club volleyball is a commitment shared by athletes, parents, coaches, and club staff. This handbook outlines the expectations, policies, and procedures that help create a positive experience for everyone involved.

We put this Handbook together to tell you about our Club, its policies, and to answer some of the most asked questions we receive from athletes and their families.

Club Mission

CJVA's mission is to develop student-athletes who compete with passion, integrity, discipline, and respect while reaching their highest potential both on and off the court.

We strive to:

- Teach the game at the highest level.
- Develop technically skilled volleyball players.
- Build confidence and leadership.
- Promote teamwork and accountability.
- Prepare athletes for high school, collegiate, and lifelong success.

Club Philosophy

Winning is important—but development always comes first.

CJVA is committed to long-term athlete development. Our coaches challenge athletes to improve every day by emphasizing:

- Proper fundamentals
- Game knowledge
- Mental toughness
- Competitive intensity
- Accountability
- Respect

Every athlete is expected to demonstrate effort, coachability, and a positive attitude regardless of their role on the team.

Age Divisions & Team Placement

CJVA offers teams for athletes ages 11U through 18U. During tryouts, coaches evaluate each athlete's skill level, athletic ability, volleyball IQ, coachability, positional fit, potential contribution to team chemistry, and future development potential.

Placement decisions are made solely by the coaching staff and Club Directors and are final. Team placement should never be viewed as a ranking of an athlete's value, but rather where coaches believe they will best develop and contribute.

Season Commitment

Club volleyball is a significant commitment. Families should carefully review schedules before accepting a team position. Outside activities should not interfere with club commitments.

By accepting a roster position, athletes agree to commit to:

- All scheduled practices
- Position training sessions
- OUTLAST Injury Prevention Training (when applicable)
- Team meetings
- Tournaments
- Club events

Membership Requirements

All club players must have the required active USA Volleyball (USAV) and/or Amateur Athletic Union (AAU) membership for their team level. Membership must be active before the athlete attends their first practice. Athletes without the required membership may not participate until the requirement is completed.

- **Blue/Sapphire Teams:** Active USAV membership required.
- **Red/Ruby Teams:** Active USAV and AAU memberships required.
- **White/Diamond Teams:** Active USAV and AAU memberships required.
- **Black/Onyx Teams:** Active USAV and AAU memberships required.

Uniforms & Equipment

Athletes are responsible for maintaining their uniforms. Required equipment includes:

- Jerseys
- Spandex/shorts
- Knee pads
- Volleyball shoes
- Water bottle
- Backpack
- Warmups (if applicable)

Lost or damaged uniforms may require replacement at the family's expense.

Club Fees & Payment Policies

Club fees cover the costs associated with providing a high-quality volleyball experience, including gym rentals, coaching, tournament entry fees, equipment, administrative expenses, and other operating costs outlined in the club agreement. As explained in the Playing Time Policy, payment of club fees does not purchase or guarantee playing time.

Payment plans are available. Payments not received by the due date, or rejected because of insufficient funds or incorrect payment information, will incur a $50 service charge.

Any outstanding balance not resolved within seven (7) days of the due date may result in suspension from practices and tournaments until the account is current.

Refund Policy & Club Fee Insurance

Unlike traditional gym or fitness memberships, where fees are charged on an individual basis, club fees for team sports are structured around the overall budget required for the entire team. This means that the financial needs of the club—covering practice fees, coaching, equipment, tournaments, and other essential expenses—are calculated for the team, and not for individuals.

Refund Policy: All club fees are non-refundable. This policy applies to registration, tryouts, evaluations, tournament fees, uniforms, registration processing fees, and any other costs, fees, or expenses paid to CJVA. Families should review these terms carefully before accepting a position on a club team.

Club Fee Insurance: To protect your Club Volleyball investment from unforeseen circumstances, we strongly recommend securing Club Fee Insurance through our trusted partner, Vertical Insure. This optional coverage provides added reassurance and helps safeguard your commitment should unexpected events arise. Check the website for more details on Club Fee Insurance.

Practice Attendance

Regular attendance is essential to both athlete and team success. Athletes are expected to attend every practice. If an absence is unavoidable notify the Head Coach at least 24 hours in advance whenever possible. Illness and family emergencies are exceptions.

Please note that parents are not allowed in the gym during practice.

Practice Expectations

Athletes are expected to:

- Arrive 15 minutes before practice begins.
- Be dressed in CJVA practice shirt and ready to start on time.
- Bring volleyball shoes, knee pads, water bottles, and any equipment required.
- Demonstrate effort, focus, and respect.
- Encourage teammates.
- Follow coaching instructions.

Cell phone use during practice is prohibited unless authorized by a coach. Parents should avoid entering the practice area unless requested by staff.

Tournament Information

Tournament schedules will be shared as soon as they become available. Athletes are expected to arrive at the designated meeting time and location, bring all required uniforms and equipment, eat nutritious meals, stay hydrated, and get adequate rest before competition. Athletes may not leave the tournament venue until released by their coach after all team responsibilities have been completed.

Tournament Attendance

Tournament schedules are established months in advance. If an athlete cannot attend a tournament, written notification must be provided to the Head Coach at least four weeks before the event whenever possible. Repeated absences may affect team strategy, practice opportunities, playing time, and future team placement.

Playing Time Policy

Playing time is earned—not guaranteed. Club fees cover participation in the program and team-related expenses; they do not purchase or guarantee playing time in practices, matches, or tournaments.

Club volleyball differs from school or recreational volleyball, and coaches determine playing time based on attendance, effort and attitude, practice performance, skill development, team needs, opponent matchups, and competitive situations.

National Teams: Playing time is not guaranteed and is determined by the coaching staff based on performance, team needs, opponent matchups, and competitive situations.
Regional Teams: Playing time is shared among athletes but may not be equal. Coaches determine participation based on attendance, effort, performance, development, team needs, and competitive situations.
Local Teams: Playing time is distributed equally, provided athletes meet attendance, effort, conduct, and team commitment expectations.

Officiating & Work Assignments

USAV & AAU require teams to complete officiating assignments. Athletes are expected to fulfill assigned duties including Scorekeeping, Line judging, Refereeing, Libero tracking, and Flip scoreboard.

Teams may not leave the tournament until all officiating assignments have been completed. Failure to fulfill assignments negatively impacts the entire club.

Travel and Hotel Policies

Many tournaments require overnight travel, and families are responsible for transportation, hotel accommodations, meals, and athlete supervision outside of team activities.

Stay-to-Play Tournaments

Many tournaments require participating teams to reserve hotel rooms through the tournament's designated housing provider.

To avoid penalties assessed against the club, all families attending Stay-to-Play events are required to book accommodation through the approved housing system.

Failure to comply with Stay-to-Play requirements may result in additional fees being assessed to the family responsible for the violation if penalties are imposed on CJVA.

Parent Representative

Each team may have a Parent Representative who supports communication between families, coaches, and club staff. They may share reminders, help coordinate approved team activities, and answer general logistical questions. Parent Representatives must communicate respectfully, maintain confidentiality, and refer concerns to the appropriate coach or Club Director. They do not make or influence coaching, roster, lineup, playing-time, disciplinary, financial, or administrative decisions.

Communication Policy

Strong communication creates successful teams.

Communication Platforms

CJVA uses club-approved communication platforms to distribute:

- Practice schedules
- Tournament information
- Hotel information
- Club announcements
- Weather updates

Families are responsible for monitoring communication regularly.

Coach Communication

Coaches are committed to responding professionally and promptly. Please allow up to 48 hours for responses during the week and additional time during tournament weekends. Emergency situations should be communicated immediately.

Athlete Code of Conduct

Every CJVA athlete represents the club. Athletes are expected to show respect to coaches, teammates, officials, opponents, and tournament staff; display good sportsmanship; accept coaching professionally; support teammates; maintain positive body language; follow team rules; and represent CJVA positively on social media.

Bullying, harassment, profanity, unsportsmanlike conduct, or inappropriate social media activity may result in disciplinary action.

Athlete Safeguarding and Misconduct Reporting

CJVA is committed to an environment free from abuse, harassment, bullying, hazing, retaliation, and other misconduct. Athletes and families should promptly report concerns to the Club Director. Reports will be handled as confidentially as reasonably possible, and retaliation against anyone who raises a good-faith concern is prohibited. Suspected child abuse or an immediate threat should be reported directly to the appropriate authorities.

Parent Code of Conduct

Parents play an important role in creating a positive experience. Parents are expected to:

- Encourage all athletes.
- Demonstrate sportsmanship.
- Respect officials.
- Respect coaches.
- Allow coaches to coach.
- Refrain from coaching from the sidelines.
- Support team decisions.
- Model appropriate behavior.

Unsportsmanlike behavior by parents may result in removal from the facility and possible disciplinary action by the club.

Coach Communication & Conflict Resolution

CJVA follows a structured communication process.

The 24-Hour Rule: Parents should not approach coaches immediately following matches or tournaments. Please allow at least 24 hours before discussing concerns.

Athlete First: When appropriate, athletes are encouraged to speak with their coach first. This develops confidence, communication skills, and accountability.

Parent Concerns: If concerns remain:

- Athlete speaks with coach.
- Parent schedules meeting with coach.
- Club Director becomes involved if needed.

Playing time decisions, team strategy, lineups, and other athletes are not appropriate topics for discussion.

Health, Safety & Injury Policy

Athlete safety is our highest priority. Parents must notify coaches of any injuries, medical conditions, allergies, or restrictions.

Concussions: Any athlete suspected of sustaining a concussion will be removed from participation immediately. Return to participation requires written medical clearance in accordance with state law and governing body requirements.

Illness: Athletes should not attend practices or tournaments when experiencing fever, vomiting, a contagious illness, or symptoms that place teammates at risk.

Weather & Emergency Cancellations

Practice cancellations will be communicated through the club communication system. Whenever possible, makeup practices will be scheduled but are not guaranteed.

Tournament cancellations are governed by the tournament host.

Social Media & Photography

Athletes and families are encouraged to celebrate accomplishments responsibly. Posts should always reflect positively on CJVA, Teammates, Coaches, Officials, and Opponents.

Negative comments, bullying, or inappropriate online behavior may result in disciplinary action.

Important Contacts

Staff contacts are listed on the website under ABOUT US tab.
Emergency During Tournaments: Immediately notify the Head Coach or Club Director on site.

Acknowledgment of Receipt

We acknowledge that we have received, read, and understand the CJVA Parent & Player Handbook.

We understand that participation in CJVA requires compliance with the policies, expectations, and procedures outlined in this handbook.

Failure to comply with these policies may result in disciplinary action, including suspension or dismissal from the program.

Athlete Name: _____ Team: _____

Athlete Signature: _____ Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____