

SALEM VOLLEYBALL CLUB

Team Chaperone Agreement

Chaperone

You will be your team's chaperone during any overnight or extended tournaments your team may attend. It is your responsibility to:

- ◆ Know what time the tournament starts;
- ◆ Know where your team will be playing and the court assigned;
- ◆ Know what time your coach wants the players to arrive;
- ◆ Make sure all players have transportation to/from the facility and arrive on time;
- ◆ Launder the team's uniforms during the tournament;
- ◆ Make arrangements for meals, entertainment, etc. Talk with your coach about how he/she wants to handle this;
- ◆ Check the website or with the club administrator if inclement weather threatens to affect travel to a tournament and share that information with your parents.

Confidentiality

You will be given a file containing the medical release forms for all of your players. It is important that this file be carried with you to all tournaments in the event of an emergency. ***This information is strictly confidential and is not to be shared with anyone, including your player or other parents.*** If you have any questions or concerns regarding any information contained in the medical release forms, talk directly with your HP or Club administrator.

Communication

You will serve as a conduit between your coach and other parents on your team. Encourage your parents to bring any questions or concerns to you to address so the coach does not have to get involved if it is not necessary to do so. ***It is extremely important that any concerns a parent may have are not discussed directly with the coach on the date of a tournament.***

Sherrie Bashaw is Head Coach for Salem Volleyball Club. Talk directly with her about continued problems or concerns you or other parents have with your coach or other parents on your team.

Meetings

You are expected to attend regularly scheduled meetings of all team chaperones to discuss team performance, events, fundraising ideas, concerns/issues and tournaments your team will attend. It is the club's expectation that you will pass along pertinent information to the other parents on your team.

Overnight Tournaments

The club will make the necessary arrangements for your team's overnight travel, i.e., hotel, airfare, rental van, etc. You will be given all the information your players and parents need about these overnight tournaments. It is your responsibility to provide those details to your parents in a timely manner. You are the contact person for all tournament information.

The club will reserve five hotel rooms (per team) for each overnight tournament. There are three rooms for the players (assumes 10-12 players per team), one room for the coach, and one room for the team chaperone. As team chaperone, the club will pay 50% of your hotel expense. You will be required to pay the other 50%.

The High Performance teams may travel to regional/national tournaments by airplane. The team chaperone's airfare will also be covered at 50%.

The club does not provide any per diem for gasoline and meals to the team chaperone.

Responsibilities

It is your responsibility to:

- ◆ Provide email addresses and contact telephone numbers to coach, players and parents;
- ◆ Provide parents and players with specific details of tournaments, travel arrangements, etc. This includes:
 - ◆ What time the tournament starts;
 - ◆ Where your team will be playing and the court assigned;
 - ◆ What time your coach wants the players to arrive.
- ◆ Make sure all players have transportation to/from the facility and arrive on time;
- ◆ Provide parents with information obtained from monthly team chaperone meetings, including information about fundraising, team progress, concerns, etc.
- ◆ Provide parents with specific information about tournament location and facility rules. Some facilities do not allow outside food, chairs, etc., which should be relayed to your parents.

- ◆ Communicate with your coach about any concerns he/she may have and any issues which may arise with your players or parents throughout the season.
- ◆ Encourage players and your coach to keep open lines of communication between each other;
- ◆ Encourage your players and parents to complete the coach evaluation forms as they become available from the club.

Support

It is extremely important that all players and coaches in our club have the support of everyone. You should encourage all parents to be supportive of all players, regardless of her skill level. Be aware of comments and body language. Be positive – the players can see and hear everyone.

Remind players and parents not to discuss problems or issues with your coach on the day of a tournament. Let the coach do his or her job - be a coach. Make arrangements to have such a discussion before or after a practice or at a different time.

Website

The club website contains most of the information players and parents will need. As team chaperone, it is important that you familiarize yourself with the club’s website. Also encourage your parents to do so because most of the questions they will have can be answered by reading the information on our club’s site.

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AGREEMENT

I have read this Team Chaperone Agreement, fully understand the terms and conditions set forth herein, and agree to fully comply with all of its provisions. As team chaperone, I also agree that all of the dues and expenses attributed to my player's account will be paid in full and in a timely manner.

I also understand that in the event my player's account becomes past-due I will no longer be able to serve as team chaperone and that another parent will be appointed in my place.

Date

Team Chaperone Signature