



FISSION VOLLEYBALL CLUB

2025 Coaches Handbook

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I. Introduction

i. Mission and Vision of Fission Volleyball Club

At Parkstone Athletics LLC d/b/a Fission Volleyball Club (“Fission Volleyball Club”), our mission is to ignite a passion for volleyball while fostering excellence, both on and off the court. We believe in a holistic approach that combines physical skills, mental toughness, teamwork, and leadership. Our ultimate goal is to provide an environment where players/athletes (“Athletes”) can achieve their full potential, become exceptional team Athletes, and thrive as leaders in their communities.

Our vision is to be the premier volleyball club in South Georgia, recognized for our relentless commitment to Athlete development, professionalism, and competitive success. We strive to cultivate an explosive chain reaction of growth, camaraderie, and achievement in every Athlete we coach.

ii. Purpose of the Coaches Handbook

The *Fission Volleyball Club 2025 Coaches Handbook* (“Coaches Handbook”) is designed to provide clear guidelines, expectations, and resources for all Fission Volleyball Club Coaches (“Coaches”). This document serves as a comprehensive guide to ensure alignment with the Fission Volleyball Club’s mission, policies, and core values. By establishing consistent standards, we aim to support our Coaches in delivering the highest level of training and mentorship to our Athletes.

Specifically, this handbook will:

- Outline the responsibilities and expectations of Coaches.
- Detail Fission Volleyball Club policies, safety procedures, and communication protocols.
- Clarify the legal and operational relationship between Fission Volleyball Club and its independent contractor Coaches.
- Serve as a reference for resolving disputes, managing challenges, and upholding the Fission Volleyball Club’s reputation.

iii. Inherent Risks in Athletics

Certain inherent risks, known and unknown, are associated with the participation in sports and/or athletic training. These “Risks” include but are not limited to (1) common minor risks such as property damage, minor muscle strains, muscle sprains, muscular fatigue, cuts, bruising, being struck by moving objects or fellow players, and post-exercise soreness, (2) more serious risks such as joint injuries, torn muscles, heat-related illnesses, eye injuries, concussions, broken bones, neck injuries and back injuries, and (3) catastrophic risks, although remote, such as strokes, heart attacks, traumatic brain injuries, paralysis, permanent disability, dismemberment, or death. Also included in these risks are the same or similar injuries that might result from using training equipment, actual use of a field or

training facilities, the acts of others or from the unavailability of emergency staff or emergency medical care.

All of these Risks will be present in the “Fission Volleyball Club Sports Activities” that Coaches and Athletes will be participating in including but not limited to, organized training, fitness tests, competitions or tournaments, observation, use of facilities or equipment, shower/locker room area, and travel to and from Parkstone Athletics club sports related activities

By signing this Coaches Handbook, Coaches understand the types of Risks and injuries that can result from their participation in Fission Volleyball Club Sports Activities and acknowledge their voluntary participation in same and assume the Risks of their participation in Fission Volleyball Club Sports Activities.

iv. Independent Contractor Status and Acknowledgment

Fission Volleyball Club Coaches are engaged as independent contractors, not as employees. This distinction provides Coaches with the freedom to execute their duties in conjunction with their unique expertise while also adhering to the overarching guidelines and expectations outlined in this Coaches Handbook.

Key points of the independent contractor relationship:

- Coaches are responsible for their own taxes and must provide a signed W-9 to Cole Parker or Jake Parker (“Fission Volleyball Club Leadership”) before receiving payment.
- Fission Volleyball Club does not provide employee benefits, insurance, or tax withholding services.
- Fission Volleyball Club does not provide health insurance, workers’ compensation, or other benefits to its Coaches, as they are engaged as independent contractors.
- Coaches are responsible for maintaining their own health and accident insurance coverage to protect against potential Risks, injuries or accidents which could be sustained while performing their duties as Coaches.
- By signing this Coaches Handbook, Coaches acknowledge and accept full responsibility for any personal injuries, accidents, or other incidents that may occur while coaching or participating in Fission Volleyball Club Sports Activities.
- This waiver of liability is aligned with the independent contractor relationship and applies to both sanctioned Fission Volleyball Club Sports Activities and unsanctioned activities which have not been properly approved by Fission Volleyball Club Leadership as outline in this Coaches Handbook.
- An independent contractor agreement between Fission Volleyball Club and any Coach may be terminated at any time, with or without cause, in accordance with the terms outlined in this Coaches Handbook.

- Coaches are expected to maintain compliance with all Fission Volleyball Club policies, including professionalism, safety, and ethical guidelines.

By signing this Coaches Handbook, Coaches acknowledge their status as independent contractors and agree to adhere to the terms and conditions outlined herein.

v. Acknowledgment of Receipt and Agreement

All Coaches are required to review this Coaches Handbook in its entirety and sign the **Coach's Acknowledgment and Agreement Form (Appendix 3)** before participating in any Fission Volleyball Club Sports Activities.

By signing, Coaches confirm that they:

- Understand and accept the policies and procedures detailed in the Coaches Handbook.
- Acknowledge their independent contractor status.
- Agree to uphold the standards and expectations of Fission Volleyball Club which are outlined in this Coaches Handbook.

Failure to adhere to the guidelines set forth in this Coaches Handbook may result in disciplinary action, including termination of the Coach's independent contractor agreement with Fission Volleyball Club and/or legal action.

II. Professionalism and Conduct

i. Core Values

1. **Excellence:** We relentlessly pursue the highest standards in everything we do, inspiring our Athletes to strive for their best.
2. **Integrity:** Honesty, transparency, and ethical behavior are the foundation of our actions.
3. **Respect:** We treat everyone with dignity and compassion, fostering an environment where Athletes grow into the best versions of themselves.
4. **Commitment:** Dedication to Athlete development and team success is at the heart of our mission.
5. **Teamwork:** We believe in the power of collaboration and unity, recognizing that success is a collective effort.
6. **Leadership:** We cultivate strong leaders who inspire others through their actions and attitudes.
7. **Accountability:** Taking responsibility for our actions drives us to learn, improve, and grow continuously.
8. **Passion:** A genuine love for volleyball fuels our drive to inspire and empower the next generation of Athletes. We expect high energy and effort because we bring high energy and effort.

ii. Code of Conduct and Ethical Guidelines

At Fission Volleyball Club, Coaches are more than trainers; they are mentors and role models for Athletes. As ambassadors of Fission Volleyball Club, their conduct must reflect the highest standards of professionalism, both during Fission Volleyball Club Sports Activities and in their personal lives.

Fission Volleyball Club maintains the following standards of conduct for all Coaches, whether on or off the court:

- Coaches must demonstrate integrity, respect, and fairness in all interactions with Athletes, families, and colleagues.
- Behavior that conflicts with Fission Volleyball Club's values, whether on or off the court, will be evaluated for its impact on the Coach's role and Fission Volleyball Club's reputation.
- Harassment, bullying, discrimination, or any form of misconduct is strictly prohibited and will result in disciplinary action.
- Coaches are expected to maintain a positive and professional presence in the community, as their actions reflect on the Fission Volleyball Club as a whole.
- Activities or statements that undermine Fission Volleyball Club's values, even outside Fission Volleyball Club Sports Activities, may result in the termination of the Coach's independent contractor agreement with Fission Volleyball Club.

iii. Dress Code and Professional Appearance Requirements

Fission Volleyball Club maintains the following Dress Code Policy:

- Coaches and Athletes must wear Fission Volleyball Club -provided apparel during all Fission Volleyball Club Sports Activities.
- This policy reinforces unity and avoids divisions caused by wearing school or non-Fission Volleyball Club apparel.
- Coaches are responsible for enforcing this policy among Athletes and must adhere to it themselves.
- Closed-toed shoes are mandatory at all Fission Volleyball Club Sports Activities, consistent with the safety policies enforced by Fission Volleyball Club including the requirements imposed by Valdosta State University during use of their facilities for Fission Volleyball Club Sports Activities.

Fission Volleyball Club's dress code promotes unity and professionalism, setting a standard for both Athletes and Coaches.

iv. Language and Communication Standards

The way Coaches communicate is foundational to their ability to inspire, mentor, and develop Athletes. Fission Volleyball Club endorses demanding, but principled coaching; however, Fission Volleyball Club also requires all communication to be professional, respectful and constructive.

Coaches must use principled coaching communications at all times, including but not limited to the following Language Guidelines:

- Coaches must avoid:
 - Profanity or vulgar language, which undermines professionalism and respect.
 - Personal attacks or character assaults, which damage trust and hinder development.
 - Sarcasm or ridicule, especially in ways that demean or humiliate Athletes.

- Coaches should:
 - Speak with confidence, setting clear expectations and providing constructive feedback.
 - Focus critiques on performance or behavior, not on inherent character traits.
 - Celebrate successes and effort equally, fostering an environment of growth and encouragement.
 - Engage Athletes and families with empathy, building trust and understanding while maintaining professionalism.

v. Alcohol, Drugs, and Substance Use Policy

While there may be instances when Coaches and/or parents/guardians choose to partake in the consumption of alcohol, Fission Volleyball Club maintains a zero-tolerance policy regarding the over-consumption of alcohol, legal drugs, or any other legal intoxicating substances by Coaches in the presence of Athletes. This policy reflects the Fission Volleyball Club's commitment to ensuring a safe, professional, and positive environment for all Athletes.

Coaches will maintain the following Key Guidelines during all Fission Volleyball Club Sports Activities:

1. Professional Expectations
 - Coaches are expected to maintain a clear and professional demeanor at all times whether or not they are actively representing Fission Volleyball Club.
 - Coaches are role models for Athletes and must exhibit behaviors that align with the Fission Volleyball Club's mission and values, even in informal settings.

2. Prohibition of Substance Use

- Coaches are strictly prohibited from consuming alcohol, legal drugs (including recreational marijuana where legal), or any other legal intoxicating substances, which rises to the level of overly intoxicated, during any Fission Volleyball Club Sports Activities or in the presence of Fission Volleyball Club Athletes. This policy applies to consumption at sanctioned Fission Volleyball Club Sports Activities, unsanctioned activities where Athletes are present or other social gatherings where Athletes are present.
- Coaches are strictly prohibited from consuming illegal substances during any Fission Volleyball Club Sports Activities or in the presence of Fission Volleyball Club Athletes.
- Coaches are strictly prohibited from travelling for or arriving at any Fission Volleyball Club Sports Activities while under the influence of alcohol or drugs, whether legal or illegal.

3. Reporting and Enforcement

- Any Coach observed or reported to be overly intoxicated or consuming illegal substances during any Fission Volleyball Club Sports Activities or in the presence of Fission Volleyball Club Athletes will face an immediate investigation.
- Pending the results of the investigation, consequences may include internal disciplinary measures, termination of the Coach's independent contractor agreement with Fission Volleyball Club, or legal action for any violations that compromise Athlete safety or Fission Volleyball Club's reputation.

vi. Confidentiality, Privacy, and Conflict of Interest Guidelines

Coaches should remain mindful of the following:

1. Confidentiality

Coaches must respect and protect sensitive information regarding Athletes, families, and Fission Volleyball Club. This includes refraining from sharing personal or team information outside official Fission Volleyball Club channels.

2. Conflict of Interest

Coaches may engage in private lessons or school coaching, provided these activities do not interfere with Fission Volleyball Club coaching responsibilities or create a conflict of interest.

Representing or affiliating with another volleyball club while under contract with Fission Volleyball Club is strictly prohibited.

vii. Professional Communication Policies

When making social media posts or public statements, Coaches must:

- Refrain from making public statements or social media posts that could damage Fission Volleyball Club’s reputation.
- Align their communications with Fission Volleyball Club’s mission and values, promoting positivity and professionalism.

Disputes regarding Fission Volleyball Club’s Professional Communication Policies must be handled respectfully and through appropriate Fission Volleyball Club channels, as outlined in Section VII below.

III. Coaching Responsibilities

i. Coaching Philosophy and Core Values

At Fission Volleyball Club, our coaching philosophy is designed to reflect the highest standards of professionalism and athletic excellence, akin to collegiate and professional programs. We focus on a holistic approach that prioritizes both athletic development and personal growth.

Key principles of our philosophy include:

- **Commitment to Excellence:** Delivering consistent, high-quality training to help Athletes achieve their full potential.
- **Holistic Athlete Development:** Fostering mental toughness, leadership, and teamwork alongside physical skills.
- **Emphasis on Fundamentals:** Building a strong foundation in technique as a cornerstone for advanced play.
- **Positive Coaching:** Engaging Athletes with principled, constructive feedback that motivates and inspires.

ii. Practice and Game-Day Expectations

1. Practice Planning and Execution

- Practices are designed with clear objectives and progression-focused drills, incorporating high repetition and consistent feedback.

- Coaches are responsible for ensuring practices are well-structured, challenging, and conducive to both individual and team development.
- Coaches have freedom to develop their own practice plans based on their own experience, expertise and observations made of their team; however, each practice should include:
 - A focused warm-up to prevent injuries and prepare Athletes for practice both mentally and physically.
 - Drills emphasizing skilled fundamentals, game scenarios, and advanced tactics.
 - Time for reflection and constructive feedback to reinforce learning.

2. Game-Day Expectations

- Coaches are expected to demonstrate professionalism and composure during games and tournaments, modeling respect for officials, opponents, and spectators.
- Coaches have freedom to coach their team as they determine fit on gamedays; however, decisions during games should prioritize the development and success of the team as a whole while balancing individual Athlete needs.
- Coaches must ensure that Athletes adhere to team protocols, including punctuality, proper dress, and pre-game preparation.

iii. Athlete Development and Performance Goals

Coaches play a crucial role in helping Athletes grow and succeed, both individually and as a team.

Coaches should strive to accomplish continued Individual Development with every Fission Volleyball Club Athlete. While Coaches have freedom to develop their plans based on their expertise and experience, it is recommended that Coaches also do the following in their efforts:

- Identifying each Athlete's strengths and areas for improvement.
- Setting measurable and attainable goals for Athletes to maintain continued progress.
- Regularly providing one-on-one feedback with each Athlete to discuss performance, address challenges, and set new targets.

Coaches should also strive to continually improve their Team Dynamics by encompassing the following into their development plans:

- Conducting collaborative drills.
- Providing effective communication in team settings.

- Receiving and considering feedback and constructive communications with Athletes, other Coaches and volunteers.
- Fostering an inclusive and supportive atmosphere.
- Teaching individual responsibility alongside teamwork.
- Ensuring Athletes understand their roles within the team.

iv. Rosters & Rotations

Competitiveness is the keystone of Fission Volleyball Club's approach to establishing team rosters and individual playing time. Coaches must adhere to transparent, objective, and professional standards when making decisions about an Athlete's inclusion and participation on a Fission Volleyball Team.

1. Guidelines for Individual Playing Time

- Playing time is earned through performance, effort, and competitiveness during Fission Volleyball Club Sports Activities, including practices, games and tournaments.
- Coaches are expected evaluate every Athlete based on their contributions to the team's success, skill development, and adherence to Fission Volleyball Club values.
- Favoritism or any form of bias in determining playing time is strictly prohibited.

2. Transparency and Communication

- Coaches are expected to communicate to their Athletes the individual criteria they are evaluating for the purposes of determining playing time clearly at the start of the season and provide ongoing feedback to Athletes regarding their progress.
- Any concerns from Athletes or families regarding rosters, rotations or playing time must be addressed professionally with the Coaches first, with the primary focus on competitive merit.

3. Accountability

- Coaches are responsible for ensuring that all decisions related to rosters, rotations and playing time align with Fission Volleyball Club's mission of fostering a competitive and growth-oriented environment for Athletes.
- Fission Volleyball Club Leadership will review, investigate and, if necessary, address any claims of bias or unprofessional behavior concerning a Coach's roster decisions.

v. Family Communication Responsibilities

Coaches at Fission Volleyball Club play a key role in managing relationships with Athlete's and their families, ensuring a collaborative and transparent environment. These are minor Athletes, and their parents or guardians are integral to their experience within the Fission Volleyball Club.

Coaches should strive to engage in and maintain the following communications throughout the Fission Volleyball Club season:

1. **Seasonal Overview:** Provide Athletes and their parent(s)/guardian(s) with detailed expectations, schedules, and objectives at the beginning of the season, ensuring clarity on Fission Volleyball Club's goals and operations as well as the Coach's individual expectations and objectives.
2. **Athlete Feedback:** Share regular updates on individual Athlete progress, strengths, and areas for improvement through formal meetings or informal discussions with the Athlete and/or their parent(s) or guardian(s).
3. **Practice and Game Logistics:** Communicate practice schedules, tournament details, travel arrangements, and any changes promptly and accurately to the Athlete and their parent(s)/guardian(s).
4. **Behavioral Concerns:** Address any concerns regarding an Athlete's attitude, effort, or conduct with their parent(s) or guardian(s) professionally and constructively, consistent with Fission Volleyball Club values.
5. **Injury and Safety Updates:** Notify the relevant parent(s) or guardian(s) immediately of any injuries, health issues, or safety concerns during practices or games. Provide details on Fission Volleyball Club's action plan and any necessary follow-ups.
6. **Conflict Resolution:** Handle disputes or concerns raised by parent(s) or guardian(s) with respect and professionalism, escalating matters to Fission Volleyball Club Leadership when necessary.
7. **Fission Volleyball Club Policies and Expectations:** Reinforce to the Athlete and their parent(s) or guardian(s) Fission Volleyball Club policies regarding attendance, dress code, Athlete interactions, and any updates to Fission Volleyball Club procedures.

When communicating with an Athlete's parent(s) or guardian(s), Coaches should maintain professional standards, including but not limited to:

- Being transparent and approachable while maintaining clear boundaries as a professional.
- Using constructive language while avoiding any personal criticism or negativity toward Athletes or their families.
- Ensuring all communication correlates with Fission Volleyball Club's mission and values, promoting trust and respect.

vi. Reporting Structure and Compliance

To maintain operational efficiency and uphold the Fission Volleyball Club's values, Coaches must adhere to the following established protocols:

1. Communication with Leadership:
 - Coaches are required to develop and submit practice plans, Athlete progress updates, and other relevant reports as requested by Fission Volleyball Club Leadership.
 - Issues or concerns must be communicated promptly to ensure timely resolution.
2. Policy Compliance:
 - Coaches must agree with and follow all Fission Volleyball Club policies, including safety guidelines, codes of conduct, and procedural requirements.
 - Non-compliance with Fission Volleyball Club policies will be addressed through disciplinary measures, up to and including termination of the Coach's independent contractor agreement with Fission Volleyball Club.

IV. Athlete Welfare and Safety

Introduction

At Fission Volleyball Club, the safety and well-being of our Athletes is paramount. This section provides a comprehensive framework to protect Athletes while fostering their physical, emotional, and mental health. All Coaches, staff, volunteers, parents, and guardians are expected to adhere to these protocols and policies to create a safe and supportive environment for all Athletes.

i. Anti-Harassment, Abuse, Bullying, and Discrimination Policies

Fission Volleyball Club enforces a zero-tolerance policy for harassment, abuse, bullying, and/or discrimination. These behaviors undermine Fission Volleyball Club's values of respect, integrity, and teamwork.

1. Definitions and Scope:
 - **Harassment:** Unwelcome verbal, written, or physical conduct that creates a hostile or intimidating environment.
 - **Abuse:** Includes physical, emotional, or verbal abuse, as well as misconduct toward minors.
 - **Bullying:** Intentional, repeated aggressive behavior meant to demean or intimidate.

- **Discrimination:** Ensuring equitable treatment, regardless of race, gender, ethnicity, religion, or other characteristics.

2. Enforcement

- All incidents of alleged harassment, abuse, bullying, and/or discrimination must be reported immediately to Fission Volleyball Club Leadership or, when necessary, the proper legal authorities.
- Violations of this policy by Coaches will result in disciplinary action, up to and including termination of the Coach's independent contractor agreement with Fission Volleyball Club and may be reported to legal authorities as required.

ii. **First Aid, Concussion Management, and Emergency Protocols**

1. First Aid and Emergency Response

- Coaches are required to complete basic first aid training before they begin coaching a Fission Volleyball Club team.
- Coaches must have access to emergency contact information for all Athletes during all Fission Volleyball Club Sports Activities.
- Emergency Action Plans (EAPs) must be documented for all facilities, detailing medical response procedures.

2. Concussion Awareness and Management

- Coaches are encouraged to complete concussion management training before they begin coaching a Fission Volleyball Club team and are required to complete annual training courses as well.
- Athletes displaying concussion-like symptoms during Fission Volleyball Club Sports Activities must be removed immediately and evaluated by a medical professional.
- If an Athlete is evaluated for concussion-like symptoms, the return-to-play clearance must be documented in writing from a licensed medical provider prior to the Athlete being permitted to participate in Fission Volleyball Club Sports Activities.

3. Facility and Equipment Safety

- All facilities and equipment must undergo regular inspections to ensure safety standards are met.
- Any hazards identified must be reported and addressed promptly.

iii. **Abuse & Molestation Prevention**

1. SafeSport and Impact Training

- All coaches and staff must complete annual SafeSport and Impact Training to recognize and prevent abuse and misconduct.

2. Reporting Obligations

- All suspicions of abuse must be reported to Fission Volleyball Club Leadership and, where applicable, to legal authorities or the U.S. Center for SafeSport.
- Confidentiality will be maintained to protect all involved parties.

3. Zero-Tolerance Policy

- Any and all reports of suspicions of abuse will be immediately investigated by Fission Volleyball Club Leadership and, where applicable, legal authorities.
- During the pendency of the investigation, a Coach who has been accused of or is under suspicion of committing abuse will be suspended until a determination is made as to the validity of the reported abuse.
- Any verified instance of abuse or misconduct will result in immediate termination of the Coach's independent contractor agreement with Fission Volleyball Club and legal action, where appropriate.

iv. Supervision Policies During Travel and Lodging

1. Transportation Guidelines

- Coaches may not transport Athletes in personal vehicles unless prior written consent is obtained from parent(s) or guardian(s) by execution of an "Agreement for Minor to Travel with an Unrelated Adult" form and approval is granted by Fission Volleyball Club Leadership.

2. Lodging and Monitoring Guidelines

- Coaches are prohibited from sharing lodging accommodations with Athletes unless prior written consent is obtained from parent(s) or guardian(s) by execution of an "Agreement for Minor to Travel with an Unrelated Adult" form and approval is granted by Fission Volleyball Club Leadership.
- Coaches and Athletes of different genders are prohibited from sharing lodging accommodations under any circumstances.
- Team activities must have a minimum of two (2) adult supervisors, with clear respect for Athletes' privacy.

v. Appropriate Physical Contact During Instruction

Fission Volleyball Club recognizes that physical guidance by Coach may be necessary for effective coaching. However, all physical contact between Coach and Athlete should be minimal and always occur in an open environment with the Athlete's understanding and permission.

Physical contact, when necessary, must be strictly limited to the purpose of demonstrating techniques, providing support during risky training or in-game situations, or when providing first-aid or any medical treatment.

At all times, any physical contact between Coach and Athlete must remain appropriate, avoiding contact with any sensitive areas.

Parents will be informed of these policies and encouraged to raise concerns if necessary.

vi. Off-Court Interactions with Athletes

1. Private Lessons

- Private lessons between Coaches and Athletes are not sanctioned by Fission Volleyball Club. This applies to private lessons between Fission Volleyball Club Athletes and Coaches who have an independent contract agreement with Fission Volleyball Club.
- Coaches engaging in private lessons with Athletes are mandated to make this non-affiliation with Fission Volleyball Club clearly known to Athletes and their parents/guardians to avoid any misunderstanding regarding Fission Volleyball Club's involvement.
- Fission Volleyball Club assumes no responsibility or liability for any private lessons, including any injuries, accidents, allegations of misconduct, disputes, or other issues that may arise during such activities not sanctioned by Fission Volleyball Club.

2. Social and Team-Building Events

- Social gatherings or team-building activities hosted or initiated by Coaches are NOT official Fission Volleyball Club Sports Activities.
- Coaches must notify parent(s) or guardian(s) that participation in these unofficial activities is voluntary and clarify that Fission Volleyball Club assumes no liability for these gatherings

vii. Education and Training

1. Annual Training for Coaches and Staff

- Mandatory training includes SafeSport, Impact, and any other specific training which Fission Volleyball Club may require.

2. Parental Informational Sessions

- An informational session to help parents understand Fission Volleyball Club policies, recognize signs of abuse, and actively engage with safety protocols will take place at the beginning of the season.
- Parent(s) or Guardian(s) should be encouraged to follow up with Coaches and/or Fission Volleyball Leadership with any additional questions or concerns.

viii. Emotional and Mental Well-Being

1. Open Communication

- Coaches must create an environment where Athletes feel safe expressing concerns.

2. Access to Mental Health Resources

- Information on counseling services and mental health support can be made available to all Athletes and families upon request to Fission Volleyball Leadership.

3. Positive Coaching Practices

- Coaches are trained to foster supportive and inclusive environments, emphasizing respect and teamwork while avoiding undue pressure or criticism.

ix. Parental Involvement

Parents play a critical role in fostering a safe and supportive environment.

1. Transparency

- Parents must be kept informed of Fission Volleyball Club policies, procedures, and any incidents affecting their children.

2. Participation

- Parents are encouraged to engage in Fission Volleyball Club Sports Activities and maintain open communication with Fission Volleyball Club Leadership, Coaches, staff and volunteers.

3. Feedback Mechanisms

- Channels are provided for parent(s) and/or guardian(s) to share feedback, raise concerns, or suggest improvements.

V. Compensation and Financial Policies

i. Compensation Overview and Calendar

At Fission Volleyball Club, we strive to grant our Coaches the freedom to implement their own coaching styles in an effort to lead and develop their teams. However, our role as an organization is to ensure that parent(s) and/or guardian(s) and Athletes receive the premium value they pay for when joining Fission Volleyball Club. Parents and guardians trust us to deliver a consistent and exceptional experience, and as Coaches, you are the most critical factor in fulfilling that promise.

Parents pay us; we pay you. If the services you provide as a Coach for Fission Volleyball Club fall short of the excellence and reliability we expect, the value we offer decreases—and that reflects directly in compensation. Time and time again, feedback from families comparing Fission Volleyball Club to other programs centers on coaching quality and consistency. Those clubs typically hire unqualified and unreliable college students, and we will not follow that model.

Fission Volleyball Club demands more from our Coaches. Our Athletes and their families pay more to be a part of this program and, therefore, our Coaches are paid more. Families are paying a premium to be part of Fission Volleyball Club because they believe it is worth it. Your job is to make sure it is. Through professionalism, reliability, and leadership, you deliver the value that sets Fission Volleyball Club apart and sustains our reputation as the premier volleyball program in the region.

- **Compensation Calendar (2024–2025)**
 - Payments are processed monthly for the previous month's completed Fission Volleyball Club Sports Activities.
 - Maximum compensation levels are defined for each team tier (Developmental, Local, Regional, National, Elite) and role (Head or Assistant Coach).
 - See **Fission Volleyball Club Coaches Compensation Plan (Appendix 1)** for specific information concerning compensation.
- **Compensation Conditions**
 - Coaches must meet the following standards to qualify for full compensation:

- **Practice Participation:** Required attendance levels vary by team tier.
 - **Tournament Participation:** Coaches must attend all scheduled tournaments for their team.
 - **Fission Volleyball Club-Wide Events:** Mandatory participation in tryouts, clinics, banquets, and other events.
 - **Administrative Duties:** Includes roster management, Hudl uploads, tournament check-ins, and communications.
 - **Policy Adherence:** Failure to uphold any policies outlined in this Coaches Handbook, including conduct or safety protocols, will result in compensation reductions.
- Failure to meet these conditions may result in prorated or withheld payments.

ii. Parkstone Athletics LLC Credit Card Policies

Coaches traveling to tournaments will be issued a credit card for exclusive use in covering permitted hotel and parking expenses prior to the day of travel. The credit card will be returned to Fission Volleyball Club Leadership immediately upon return from each tournament.

1. Permitted Uses

- **Hotel Accommodations:** Must be at designated venues approved by Fission Volleyball Club Leadership.
- **Parking Fees:** Limited to official tournament parking at convention centers or sanctioned parking venues.
- **Valet parking:** Permitted only if *required* by the hotel.

2. Prohibited Uses

- Personal expenses including meals, fuel, or any non-approved charges are strictly forbidden.

3. Misuse Penalties

- **Legal Action:** Fission Volleyball Club will pursue damages and penalties to the maximum extent of the law for any misuse of a credit card.
- **Revocation of Privileges:** A single instance of misuse will result in permanent revocation of access to a credit card, requiring Coaches to cover their own costs associated with hotel accommodations and parking at tournaments and requesting reimbursement for those expenses at a later date.

iii. Additional Terms and Conditions

1. Eligibility for Compensation

- o Coaches must be formally listed by Fission Volleyball Club Leadership as a Coach for a specific Fission Volleyball Club team.

2. Signed Acknowledgment

- o Coaches must sign this Coaches Handbook to confirm their understanding and agreement to the policies herein.

3. Termination Clause

- o A Coach's independent contractor agreement with Fission Volleyball Club may be terminated at any time, with or without cause.
- o Conduct outside of Fission Volleyball Club Sports Activities will also be considered in evaluations of a Coach's continued suitability to perform as a Coach for Fission Volleyball Club.

4. Travel Expenses

- o Fission Volleyball Club covers hotel accommodations and parking expenses only within the guidelines outlined in the Parkstone Athletics LLC Credit Card Policy above. All other travel-related expenses, such as meals and fuel, are considered part of the Coach's compensation and are not reimbursable.

VI. Operational Policies

i. Attendance and Time-Off Policies

Attendance at all scheduled Fission Volleyball Club Sports Activities is expected unless explicitly excused by Fission Volleyball Club Leadership.

1. Excused Absences

Specific allowances for excused absences, which vary by role (Head or Assistant Coach) and team tier, are detailed in the **Fission Volleyball Club Coaches Compensation Plan (Appendix 1)**.

Coaches must ensure that any absences remain within these parameters and adhere to the following conditions:

- o Absences must be reported in advance and approved by Fission Volleyball Club Leadership, except in emergencies.
- o Tournament attendance is critical and must meet the requirements outlined in the Fission Volleyball Club Coaches Compensation Plan.

2. Repeated Absences

Repeated absences—whether excused or unexcused—disrupt team dynamics and may result in:

- o Compensation reductions for the impacted period.
- o Disqualification from coaching future teams.

3. Rescheduling Practices

Coaches are expected to adhere to the established schedule for all Fission Volleyball Club Sports Activities. Changes to a team's practice scheduled should occur only in cases of emergencies or team-initiated requests.

- o Approval Process:
 - All rescheduling requests must be submitted for approval by Fission Volleyball Club Leadership at least one week in advance.
 - Requests must include the reason for the change, along with the proposed new date, time, and location.

Failure to follow this process or causing unnecessary disruptions to the schedule may result in disciplinary action or compensation adjustments.

ii. Equipment and Uniform Distribution

Coaches are provided with the necessary equipment and apparel to maintain professionalism and uniformity between all those associated with Fission Volleyball Club including Coaches and Athletes.

1. Uniform Policies

- o Fission Volleyball Club-provided apparel must be worn at all Fission Volleyball Club Sports Activities.
- o Athletes are also required to wear only Fission Volleyball Club apparel to promote uniformity.

2. Equipment Responsibilities

- o Coaches receive access to essential items, such as volleyballs and training aids, at the start of the season.
- o All equipment must be returned or left at the facility in good condition at the end of the season or upon a Coach's departure from coaching with Fission Volleyball Club.

3. Replacement

- o Lost or damaged items may require financial reimbursement.

iii. Professional Development and Required Training

To ensure safety of Athletes and professionalism of Coaches, all Coaches must complete the following annually:

- **SafeSport and Impact Training:** Focuses on abuse prevention and coaching best practices.
- **VSU "Minors on Campus" Certification:** Required for participation in activities at Valdosta State University facilities.

iv. Legal Compliance and Documentation Requirements

Compliance with legal and administrative standards protects the Fission Volleyball Club, its staff, and Athletes.

1. Documentation

- o Coaches must submit:
 - A completed W-9 form.
 - A signed acknowledgment stating that they have received, reviewed, understand and agree to the policies, procedures and conditions contained in this Coaches Handbook.
 - Any other required documentation that Fission Volleyball Club requires or may require.

2. Background Checks

- o A thorough background check will be completed for every coaching candidate prior to the execution of an independent contractor coaching agreement between Fission Volleyball Club and the Coach.
- o The background checks will include criminal history screenings, reference verifications, and ongoing monitoring for compliance.

3. Mandatory Reporting

- o Coaches are legally obligated to report suspicions of abuse or misconduct to Fission Volleyball Club Leadership and, where required, legal authorities.
- o Coaches are required to report to Fission Volleyball Club Leadership any allegations of criminal activity or misconduct in which they may be personally involved.
- o Coaches are required to report to Fission Volleyball Club Leadership any conviction of a crime which occurs during the pendency of their independent contractor coaching agreement with Fission Volleyball Club.

v. Partnership Expectations with Valdosta State University

Fission Volleyball Club’s partnership with Valdosta State University requires Coaches to meet specific standards:

1. Facility Use

- o Maintain cleanliness and orderliness during Fission Volleyball Club Sports Activities.
- o Report facility issues to Fission Volleyball Club Leadership promptly.

2. Policy Adherence

- o Comply with all Valdosta State University policies, including “Minors on Campus” requirements.

VII. Grievances, Disciplinary Action and Legal Action

This section outlines Fission Volleyball Club’s legal, grievance, and disciplinary procedures, ensuring clear processes for addressing allegations, violations and conflicts while maintaining flexibility and accountability.

i. Termination Policies

Fission Volleyball Club retains the right to terminate any Coach’s independent contractor coaching agreement with Fission Volleyball Club at any time, with or without cause.

Termination decisions may consider conduct, performance, or failure to comply with Fission Volleyball Club policies, whether on or off the court.

This flexibility aligns with the independent contractor relationship and Fission Volleyball Club’s commitment to maintaining high standards within its program.

ii. Grievance Resolution Process

1. Filing a Grievance

- o Grievances must be submitted in writing to Fission Volleyball Club Leadership, outlining the grievance issue and desired resolution.
- o Anonymous grievances are permitted but may limit the ability to fully address the matter by Fission Volleyball Club Leadership.

2. Review and Investigation

- o Fission Volleyball Club Leadership will investigate each and every grievance impartially by gathering relevant information from all parties and others with knowledge.

3. Resolution and Appeal

- o A formal written response will be provided within ten (10) business days.
- o Appeals must be submitted in writing within five (5) business days of the initial resolution and will be reviewed by Fission Volleyball Club Leadership.

iii. Disciplinary Procedures for Conduct Violations

Fission Volleyball Club enforces a structured system for addressing conduct violations. Minor violations are addressed through a progressive three-strike system, while major violations result in immediate termination of the Coach's independent contractor coaching agreement with Fission Volleyball Club and/or legal action.

1. Minor Violations: Three-Strike System

- o **Step 1: First Offense – Formal Warning**
 - A written warning documenting the violation, with outlined expectations for improvement and a timeline for compliance will be issued.
- o **Step 2: Second Offense – Financial Penalty**
 - A written warning documenting the violation, with outlined expectations for improvement and a timeline for compliance will be issued accompanied by the imposition of a financial penalty.
- o **Step 3: Third Offense – Financial Penalty and Termination or Suspension**

- An additional imposed financial penalty along with either an unpaid suspension or the immediate termination of the Coach's independent contractor coaching agreement with Fission Volleyball Club.
- The decision of Fission Volleyball Club Leadership will be communicated to the Coach in writing, referencing prior warnings and/or penalties.

2. Major Violations: Immediate Termination and Legal Action

- o Examples of Major Violations include, but are not limited to:
 - Abuse, harassment, or discrimination.
 - Financial misconduct, including misuse of funds or fraud.
 - Conduct that jeopardizes the safety or well-being of Athletes, staff, or families.
- o Major Violations will result in:
 - Immediate termination of the Coach's independent contractor coaching agreement with Fission Volleyball Club without prior warning.
 - Reporting of the violation to appropriate legal authorities.
 - Pursuit of damages and penalties to the maximum extent of the law for legal, financial or criminal misconduct.

3. Leadership Discretion

- o While these guidelines offer a structured approach, Fission Volleyball Club Leadership retains full discretion to:
 - Adjust responses based on the severity of the offense.
 - Impose fines, penalties, suspensions, or terminations of independent contractor coaching agreement with Fission Volleyball Club outside of the three-strike system.

Appendices

Fission Volleyball Club Injury Report Form

I. General Information

- i. Date of Report Submission: _____
- ii. Name of Injured Player: _____
- iii. Player's Team Name/Tier: _____
- iv. Date and Time of Incident: _____
- v. Location of Incident: _____
- vi. Name of Reporting Coach: _____

II. Incident Description

- i. Describe the Incident (What happened?):

- ii. Activity in Progress (e.g., practice, game, warm-up):

- iii. Conditions Contributing to the Incident (e.g., floor conditions, equipment malfunction):

III. Nature of the Injury

- i. Injured Body Part(s): _____
- ii. Type of Injury (e.g., sprain, cut, concussion): _____
- iii. Severity of Injury:
 - Minor (No immediate medical attention required)
 - Moderate (Required first aid but returned to play)
 - Severe (Required professional medical attention)
- iv. Was the Player Removed from Activity?

Yes

No

v. Symptoms Observed (e.g., swelling, dizziness, bleeding):

IV. Initial Response

i. First Aid Provided (Describe care given):

ii. Was Emergency Medical Services (EMS) Contacted?

Yes

No

iii. Was the Player Transported to a Medical Facility?

Yes

No

iv. Name of Facility (If applicable): _____

V. Witness Information

i. Name(s) of Witness(es) and Contact Information:

Name: _____

Phone Number: _____

Email: _____

Name: _____

Phone Number: _____

Email: _____

VI. Parent/Guardian Notification

i. Name of Parent/Guardian Notified: _____

ii. Date and Time of Notification: _____

iii. Method of Notification (e.g., phone, email): _____

VII. Follow-Up

i. Is a Follow-Up Required?

Yes

No

ii. If Yes, Provide Details (e.g., medical clearance required, further evaluation):

VIII. Signature

i. Reporting Coach Name: _____

ii. Reporting Coach Signature: _____

iii. Date: _____



Coach's Acknowledgment and Agreement

This COACH'S ACKNOWLEDGMENT AND AGREEMENT (the "Agreement") is made and entered into this ____ day of _____ 20____, by _____ ("the Undersigned").

I. Receipt and Review.

By executing this Agreement, the Undersigned hereby acknowledges receipt and review of the following documents (collectively, the "Documents"):

- a. Fission Volleyball Club's Independent Contractor Coaching Agreement;
- b. Fission Volleyball Club's Independent Contractor Coaching Assumption of Risk, Waiver of Liability, and Indemnification Agreement; and
- c. Fission Volleyball Club's 2025 Coaches Handbook

II. Understanding.

By executing this Agreement, the Undersigned acknowledges that they have read and understood all pages of the Documents including all of the policies, procedures, terms, and conditions contained in the Documents. The Undersigned further acknowledges that they have had the opportunity to ask questions regarding the Documents and have received satisfactory answers to such questions and that Fission Volleyball Club encouraged the Undersigned to consult with an attorney prior to executing the Documents.

III. Agreement

By executing this Agreement, the Undersigned hereby acknowledges that the provisions of the Documents are contractual, and are not merely recitals, and that they have executed the Documents of their own free will and as their voluntary act and deed. The Undersigned agrees to be bound by and comply with all of the policies, procedures, terms, and conditions contained in the Documents and understands that failure to comply with the Documents may result in disciplinary action, up to and including termination of the independent contractor coaching agreement with Fission Volleyball Club.

IV. Governing Law.

This Agreement shall be governed in all respects by the laws of the State of Georgia.

V. Severability.

The Undersigned expressly agrees that if any portion of the Documents or this Agreement are held invalid, that the remaining portions of the Documents or this Agreement shall continue in full legal force and effect. Additionally, the Undersigned further specifically agrees that the Documents or this Agreement are intended to be as broad and inclusive as is permitted by the laws of the State of Georgia and, that if any portion of the Documents or this Agreement are held invalid, that portion of the Documents or this Agreement shall be interpreted and construed to afford as much protection to Parkstone Athletics LLC d/b/a Fission Volleyball Club and its Affiliates as permitted by the laws of the State of Georgia.

VI. Amendments.

No amendments, modifications or additions to this Agreement shall be binding unless in writing and signed by both Parties, except as herein otherwise provided.

COACH

_____ (PRINT)

Sworn to and subscribed before me this
_____ day of _____, 2024.

NOTARY PUBLIC

My Commission Expires: _____