

BELPER HAMMERS VOLLEYBALL CLUB HANDBOOK

2022-2023



Designed to provide information to all club members, volunteers and parents/guardians.

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1. Introduction

a. The handbook

This handbook is designed to provide all those associated with Belper Hammers Volleyball Club (BHVC) with important information around policies, procedures, fees, roles, and contacts. The handbook also includes an appendix with forms that you may be required to complete.

b. The club

Our Vision

To be an inclusive, competitive and progressive volleyball club.

Our Mission

To be a locally recognised community club that offers opportunities for people of all ages and abilities to become involved in volleyball.

Our Values

- To be welcoming of people of all ages and abilities
- To provide a positive and encouraging atmosphere
- To be seen as a progressive sports club
- To offer a safe environment in which to play volleyball
- To be transparent in the running of the club

Our Aims

- To make the sport of volleyball accessible to anybody in the community
- To encourage more people in the community to play volleyball
- To facilitate opportunities for participants to develop and improve their game and progress in the sport
- To offer quality coaching which meets the needs of players at a variety of levels

2. Our Programme

a. Weekly volleyball sessions

	Day	Time	Who can attend?	Venue
Adult 'Go Spike'	Thursday (throughout the indoor season Sept-May)	19:00 – 20:00	Adults aged 16+, male and female, any ability	Belper Leisure Centre
Junior 'Go Spike'	Monday (throughout the indoor season Sept-May)	18:00 – 19:00	Anyone aged 11-15, male and female, any ability	Belper Leisure Centre
Outdoor 'Go Spike' TO BE CONFIRMED	Thursday (throughout the outdoor season June-Aug)	19:00 – 20:00	Anyone, any age, any ability	To be confirmed

3. Our Venues

- a. For the majority of the year , throughout the indoor season (normally from September-May), all activity takes place at Belper Leisure Centre, John O'Gaunts Way, Belper DE56 0DA.
- b. For the summer months (normally from June-August) our activity takes place outdoors, the venue will be announced closer to summer.

4. Fees and Membership

- a. Your first session with BHVC is always free of charge in order to give you the chance to give it a go before you commit financially. Not only does this give you the chance to try out the sport and the club but it gives the coaches and leaders a chance to assess your ability and discuss which of our sessions might be most suitable.
- b. According to our constitution, to become a BHVC member, which allows you to access our activity programme, social events, and AGM, you must a) sign the Membership Form (see appendix 10.a) and b) attend a minimum of two BHVC events in that season.
- c. Membership must be renewed at the beginning of every indoor season.
- d. BHVC is a not-for-profit organisation ran completely by volunteers. All fees we receive go towards the day to day costs involved in running the club including payment for facility hire, purchasing equipment, CPD for coaches, marketing and development. We believe our fees to

reflect to current financial climate (taking into consideration the ever increasing venue costs)
however if an individual has issues with payment then please contact our Treasurer via
volleyballbelper@gmail.com

e. Type of membership and payment options:

Adult Social	£6 per session
Junior Social	£4 per session
Monthly Payee (adult 16+)	£24 per month (to be paid by Standing Order)
Monthly Payee (junior under 16)	£16 per month (to be paid by Standing Order)

f. Paying your fees

We run a cashless club therefore sessional payment must be made electronically before the session.

For Monthly Payees, please set up a Standing Order for the 1st day of each month highlighting your name in the reference.

Standing Order must run through the year, if there are any issues; please contact our Treasurer via volleyballbelper@gmail.com as soon as possible

Bank	NatWest
Account Name	Belper Hammers Volleyball Club
Account Number	63932717
Sort Code	60-02-18

5. Equity Statement

This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following English Volleyball Association's definition of sports equity:

The English Volleyball Association (EVA) supports the principle of equal opportunities for all participants, member, representatives and employees whilst working for, or on behalf of the EVA. It opposes all forms of unlawful and unfair discrimination on the grounds of age, colour,

race nationality, religion, ethnic or national origin, gender, marital status, sexuality, or unrelated criminal convictions, or disability.

The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The club is committed to everyone having the right to enjoy Volleyball in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

6. Club Welfare & Codes of Conduct

The welfare of everyone associated with our club is of utmost importance. The club affiliates each year with the National Governing Body (NGB) for the sport, Volleyball England (or English Volleyball Association), providing insurance for our activities. Coaches are experienced, qualified and insured through the NGB. Our coaches are trained to provide emergency aid should there be that unfortunate need.

Matters of club welfare, child protection and safeguarding are covered by our Child Welfare Officer, Julian Kobylarz. Any concerns or queries please contact Julian via volleyballbelper@gmail.com

We adhere to Volleyball England's Safeguarding & Protecting Children Policy which can be accessed here:

<https://www.volleyballengland.org/uploads/docs/Volleyball%20England%20Safeguarding%20%26%20Protecting%20Children%20Policy.pdf>

If you would prefer, you are welcome to contact the NGB's Safeguarding Lead Officer, Rob Payne, via safeguarding@volleyballengland.org or by phone on 01509 227722

a. Code of Conduct for Players

All players must...

- i. Always adhere to positive aspects of the sport and show respect for match officials, volunteers, coaches and opposition.

- ii. Accept responsibility for their own behaviour and performance during training and matches; representing BHVC in a positive way
- iii. Respect and look after playing and training areas at all times, leaving them as you found them
- iv. Abide by the instructions of the coach, leader and officials, provided they do not contradict their code of conduct
- v. Use correct and proper language; foul, discriminatory and abusive language will not be tolerated
- vi. Make every effort to attend training and matches
- vii. Inform the coach if unable to attend training and captain if unable to attend match
- viii. Support other club members on and off the court
- ix. Be welcoming and supportive of new club members
- x. Respect the Equity Policy
- xi. Ensure fees are paid promptly

b. Code of Conduct for Coaches, Volunteers and Officials

- i. Consider the wellbeing and safety of participants
- ii. Develop and appropriate relationship with participants based on mutual trust and respect
- iii. Make sure all activities are appropriate to the age and ability of the participant
- iv. Promote fair play at all times
- v. Display consistently high standards of behaviour and appearance
- vi. Follow all guidelines set down by Volleyball England
- vii. Hold the appropriate qualifications and insurance cover

c. Code of Conduct for Parents/Carers

- i. Encourage your child to learn the rules and play within them
- ii. Discourage unfair play
- iii. Help your child to recognise good performance, not just results
- iv. Never force your child to take part in volleyball
- v. Set a good example by recognising fair play and applauding the good performances of all
- vi. Never punish or belittle a child for losing or making mistakes
- vii. Publicly accept an official's judgement

viii. Use correct and proper language at all times

ix. Ensure fees are paid promptly

7. Committee Members

a. BHVC is run by a team of volunteers who run the club. All committee members are voted in at the end of each indoor season at our Annual General Meeting by club members. If you wish to put your name forward as a potential committee member then please get in touch via volleyballbelper@gmail.com

Role	Current member	Responsibilities
Chairperson	David Higley	• Control club meetings • Manage affairs of the club
Secretary	Will Hughes	• Main club contact • Day to day running of club
Treasurer	Becky Hill	• Responsible for club finances • Produce regular financial reports to the committee
Child Welfare Officer	Julian Kobylarz	• Ensure the club follows the Volleyball England Child Protection Policy • Deal with welfare concerns
Recruitment Officer	Matt Fox	• Support with recruitment of new members and volunteers • Support with marketing and media
Junior Development Officer	Julian Kobylarz	• Help with progression of junior activity

- | | | |
|--|--|--|
| | | <ul style="list-style-type: none"> • Support junior members to reach their full potential |
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8. Volunteers

a. Volunteering is a great way to share your enthusiasm, skills and ideas whilst having fun and meeting like-minded people. By volunteering for Belper Hammers Volleyball Club you will be making a positive contribution to community development in our area. Volunteers are vital to our work. Our volunteers coach, lead sessions and activities, promote the club through the media, organise fixtures and competitions and are vital to the running of matches through refereeing and scoring.

b. If you wish to volunteer for the club, please feel free to get in touch with our Recruitment Officer on volleyballbelper@gmail.com who will send through the Volunteers Policy and explain how to apply.

9. Club Communication

Whilst every effort is made to ensure club activities run as scheduled there may be occasions when there are last minute changes. We recommend 'Liking' and 'Following' our social media to receive and necessary updates. We also have a club Whatsapp group where we will discuss updates, developments, social activities, etc. If you would like to be part of this group please contact Will Hughes, Secretary.

a. Facebook: www.facebook.com/VolleyballBelper

b. Twitter: @VballBelper

c. Email: volleyballbelper@gmail.com

10. Appendices

a. Membership Form (to be completed and returned to Will Hughes, Secretary)

All forms now to be completed online, if you have any issues with this please contact volleyballbelper@gmail.com

b. Privacy Notice