

NA KEIKI
MAU  LOA

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1. **OVERVIEW** – Na Keiki Mau Loa has prepared *Return to Play Guidelines* for Summer Volleyball Clinics for leaders, club directors, members and families to provide guidance as volleyball activities begin to recommence across the United States. The following recommendations are not intended or implied to be mandates. Many of these recommendations are based upon current guidelines set forth by the Centers for Disease Control and Prevention (CDC) and other Federal government agencies. The knowledge surrounding COVID-19 is constantly changing and circumstances are different based on geographic region. Na Keiki Mau Loa's, club directors, coaches, members, and families should adhere to their state and local guidelines.

NKM will be resuming its volleyball activities on June 30, 2020. **All NKM activities will be required to adhere to the most stringent federal, state or local guideline for our respective areas. NKM insurance coverage will not be provided for any COVID-19 related incidents in our activities.**

Until COVID-19 is either eradicated, a vaccine is developed, or a cure is found, there is no way to completely eliminate the risk of infection and as a result NKM strongly encourages all participants to follow these recommendations as safety precautions. The information in this document is not intended or implied to be a substitute for professional medical advice, diagnosis, or treatment, nor does NKM assume any liability or responsibility for the recommendations provided herein.

2. **PURPOSE** – The purpose of these guidelines is to create a comprehensive return to play plan for Na Keiki Mau Loa (NKM) that are compliant with CDC, federal, state and local regulations. NKM sanctioned activities include but are not limited to: tryouts, lessons, practices, scrimmages, camps, clinics, combines, showcases, or tournaments.
3. **RISK CATEGORIES** – Current volleyball activities are segmented into three types of risk categories:
 - a. **Low Risk** – Individual skill development (passing drills, blocking, hitting, setting, serving, general fitness, strength training) at home (backyard, driveway, in-home), alone or with household members and with owned and sanitized equipment.
 - b. **Medium Risk** – The above activities in public spaces alone or with household members; individual skill development with non-household members following the recommended physical distancing and sanitizing volleyballs.

- c. **High Risk** – Individual skill development with non-household members not following the recommended physical distancing & not sanitizing volleyballs. Participating in any team or group play.
4. **RETURN TO PLAY GUIDELINES FOR INDIVIDUALS** – Adhere to the most stringent federal, state or local guidelines when participating in any activity.
- a. **Before Activities**
 - Be symptom free for at least 14 days prior to any activity.
 - Stay home if you are sick or do not feel well.
 - Be aware of and disclose any potential contacts with affected individuals.
 - Wash and sanitize your hands often.
 - Do not touch your face, eyes or mouth with unclean hands.
 - Practice social distancing regularly.
 - Wear a face mask to reduce exposure to airborne particles.
 - Cover your mouth and nose with a tissue or your elbow if you cough or sneeze.
 - Keep a list of people you have been in contact with each day.
 - b. **During Activities**
 - Refrain from attending any activity if displaying any COVID-19 symptoms.
 - Comply with all permissible regulations approved for the venue.
 - Wash and sanitize your hands often.
 - Do not touch your face, eyes or mouth with unclean hands.
 - Refrain from contacting other participants and attendees (high fives and huddles).
 - Practice social distancing as often as possible.
 - Wear a face mask while at the venue.
 - Cover your mouth and nose with a tissue or your elbow if you cough or sneeze.
 - Bring hand sanitizer and sanitizing wipes.
 - Properly dispose of your personal drinking cups, bottles, or utensils used.
 - Keep a list of people you were in contact with during the activity.
 - c. **After Activities**
 - Wash and sanitize your hands often.
 - Do not touch your face, eyes or mouth with unclean hands.
 - Monitor your health and report any symptoms after every activity.
 - Practice social distancing as often as possible.
 - Wear a face mask when possible to reduce exposure to airborne particles.

- Cover your mouth and nose with a tissue or your elbow if you cough or sneeze.
 - Wash and sanitize all gear, uniforms and apparel used during the activity.
5. **RETURN TO PLAY GUIDELINES FOR CLUBS AND CLUB FACILITIES-** Adhere to the most stringent federal, state or local guidelines when participating in any activity.
- a. **Before Activities**
 - Disinfect the venue and all equipment, including volleyballs, where the club activities will take place.
 - Verify that venue staff, club staff and participants are symptom free before participating in any activities.
 - Provide hand washing or sanitizing stations throughout the venue.
 - Turn off water fountains at the venue.
 - Establish social distancing protocols.
 - Create and display signage clearly outlining the venue's COVID-19 policies.
 - b. **During Activities**
 - Continue to clean and disinfect the venue and equipment, including volleyballs, where the club activities will take place.
 - Enforce social distancing requirements.
 - Regularly sanitize commonly touched surfaces during the club activity.
 - Remove anyone from a club activity if they exhibit any COVID-19 symptoms.
 - Limit the number of people in the facility to be compliant with local guidance.
 - Modify drills or activities to limit/reduce potential violations of social distancing requirements including but not limited to: high fives, huddles, and team meetings.
 - Use hand whistles as opposed to regular whistles when possible.
 - c. **After Activities**
 - Sanitize all surfaces and volleyballs that were used during club activities.
6. **RETURN TO PLAY GUIDELINES FOR COMPETITION VENUES & Scrimmages** - Adhere to the most stringent federal, state or local guidelines when participating in any activity.
- a. **Before Activities**
 - Designate an NKM management team whom has the authority to modify, restrict, postpone or cancel the event based on public health risk or other factors.

- A member of NKM management team shall make the final decision if a player can return to play, should be sent to self-quarantine or should be sent for further examination (when COVID-19 related).
- Create a Medical Plan for the event.
 - Identify local healthcare resources (e.g., urgent cares, emergency rooms, ambulance services) and notify them of the event logistics.
 - Create a flyer with the names, addresses and contact numbers for local healthcare resources that can be given to all attendees.
- Create and display COVID-19 information signage throughout the venues.
- Ensure the facility has a comprehensive ingress and egress plan.
- Create a mechanism to be able to text all participants/spectators in the venue should an emergency notification (contact tracing) be necessary.
- Establish sanitary stations throughout the playing venue.
- Provide sanitizing materials for scoring tables, official's stands, etc.
- Remove water stations and require participants to bring their own water.
- Eliminate player benches and create player/coach boxes with tape.
- Eliminate unnecessary equipment (chairs, tables, libero/line ups, etc).

b. During Activities

- Disinfect volleyballs between all matches.
- Eliminate on-site ticket sales.
- Require officials to post all scores electronically to eliminate unnecessary face to face contact.
- Limit officiating teams to one R1 per match who shall keep the visual score on the stand.
- Require officials to use a hand whistles in lieu of traditional ones.
- Emphasize court time management by officials to reduce the instance of courts getting behind schedule and contributing to crowds waiting by the court.
- Stagger match start times to space out participant's entry.
- Require all attendees to wear face masks except for athletes on the court playing.

- Establish volleyball specific social distancing match protocols including the elimination of handshakes, high fives, and huddles. Also, the modified coin toss, warm-up and substitution procedures should be used.
 - Suspend the protocol of teams switching sides in indoor play. In the event there is a clear and distinct disadvantage then teams will switch sides, observing all social distancing protocols.
- c. **After Activities**
- Sanitize courts, volleyballs, rakes, and all equipment after each match.
 - Create no touch procedures for trophy, medal & award distribution.
7. **NOTIFICATIONS** – Club directors and venue owners/operators are required to abide by all federal, state and local regulations regarding the posting of notifications, guidelines, or information to participants.
8. **GLOSSARY** – The following definitions are provided to help readers understand how these terms are to be applied under the USAV Return to Play Guidelines:
- a. **Activity** – This reference addresses any USAV sanctioned activity (i.e. tryout, practice, scrimmage, camp, clinic, combine, showcase, or event).
 - b. **Area** – This geographical reference addresses the State, County, or City where the venue is located. The lowest level of government in your area that has issued a formal reopening plan will govern what phase your venue is in, which will dictate which USAV sanctioned activities are permissible.
 - c. **Household Member** – This is defined as someone living with you.
 - d. **Medical Director** – Chief medical staff member working at a USAV sanctioned event.
 - e. **Participant** – This references any USAV registered member (athlete, coach, chaperone or official).
 - f. **Physical Distancing** – This is currently defined by the CDC as 6 feet away (or more) from a non-household member.
 - g. **Sanction** – This references the authority granted by USAV or a Region for insurance coverage.
 - h. **Shared Equipment** – This is defined as equipment owned or shared with non-household members (including volleyballs).
 - i. **Venue** – This references any facility or site where a USAV sanctioned activity may take place.

9. **ADDITIONAL RESOURCES**

- a. Latest Information from the White House on COVID-19:
<https://www.coronavirus.gov/>
- b. Link to the President's Opening Up American Again Guidelines -
<https://www.whitehouse.gov/openingamerica/>
- c. CDC Guidance for Large Community Events and Mass Gatherings:
<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/index.html>
- d. CDC Guidance for Cleaning and Disinfection of Community Facilities:
<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
- e. CDC Guidance for Cleaning and Disinfecting Your Facility:
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- f. CDC Guidance for Visiting Parks and Recreational Facilities:
<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/visitors.html>
- g. CDC Guidance on Coronavirus and Travel in the US:
<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-in-the-us.html>

10. **DISCLAIMER** – These guidelines are provided for general informational purposes only and are not intended as, or should be relied upon as, specific medical or legal advice. All participants are strongly encouraged to consult with qualified medical personnel and/or public health officials for medical advice. Also, consult with federal, state and local orders and/or laws for legal considerations. If you use any considerations provided herein, you do so at your own risk and specifically release from any and all liability, USAV, the forty (40) Regions, and their directors, officers, employees, volunteers and agents in connection with your use of the enclosed guidelines. USAV and the Regions make no warranties or statements as to the completeness, reliability, and accuracy of the information contained herein.



Mary, Star of the Sea COVID-19 Guidelines

OVERVIEW

As the club volleyball season commences it is of the utmost importance that the health of our players, coaches and the Mary, Star of the Sea school and parish community remains our top priority. With that being said, we have implemented the following COVID-19 guidelines to limit the risk of infection. The information in this document is not intended or implied to be a substitute for professional medical advice, diagnosis, or treatment.

PURPOSE

The purpose of these guidelines is to create a comprehensive return-to-play plan for activities held at the Mary, Star of the Sea gym that are compliant with CDC, federal, state and local regulations. These activities include but are not limited to: clinics, practices, and scrimmages.

PLAYER GUIDELINES

1. Any player or coach displaying COVID-19 symptoms will be prohibited from entering the gym.
2. Players and coaches must bring a completed and signed **COVID-19 ILLNESS/HEALTH ASSESSMENT** form to each practice or activity.
3. Temperature checks will be performed on every player and coach prior to entering the gym.
4. Parents will not be allowed to watch practices or remain on school property and will be asked to drop off their daughter and exit the property immediately.
5. **NO ONE** will be allowed in the lobby of the gym.
6. Players will **only** enter and exit the gym through the rear entrance. Doors will be specifically labeled for entry and exit.



7. Practice start and end times will be staggered to minimize large crowds.
8. Parents will arrive no earlier than 10 minutes prior to the assigned practice start time.
9. Parents will return to pick up their daughter no earlier than 10 minutes prior to scheduled end time and no later than 10 minutes after.
10. Players will bring to every practice each of the items below and place their belongings at least 6 feet apart from other players.
 - a. Mask – to be worn at all times
 - b. Sanitizer – used prior to the start of practice, at each water break and at the conclusion of practice
 - c. Water – remain socially distanced when taking water breaks
11. Players will not be allowed to share water bottles and/or food items.
12. Players will notify a coach if they need to use the restroom.
13. Players will notify a coach if at any time they do not feel well. They will be escorted by a coach outside the facility and their parents contacted for immediate pickup.

TRAVEL GUIDELINES

Na Keiki Mauloa strongly advises families against unnecessary travel out-of- state. For families where a coach or player must travel out-of-state, a 14-day quarantine post-out-of-state travel will be required, even when the State’s pre-travel testing is completed. The State travel policy does not address the potential for returning residents who are infected to go undetected by a test taken up to 72 hours prior to their return. The 14-day quarantine period will minimize the likelihood that a long incubation period may have missed an infected person. We believe this policy provides the additional layer of safety needed to continue to keep our community safe.

Families that may have visitors from out-of-state, including older children returning from mainland colleges, should follow the state policy for out-of-state pre-travel testing or 14-day quarantine requirements. When visitors are quarantining in a coach’s or player’s home, it is important to keep them separated from other members of the household. And any person who has traveled out-of-state, should monitor themselves for symptoms for 14-days after arrival. When families hosting out-of-state visitors are able to follow these safety measures, non-traveling students may participate in Na Keiki Mauloa activities.

The situation with COVID-19 is very fluid and we are continuing to evaluate and make important decisions in real-time as we continue to gather information from various sources. These travel guidelines will change as things evolve. Thank you for your patience as we try to make the best decisions for our community.

READMISSION GUIDELINES

The health of the Na Keiki Mauloa and Mary, Start of the Sea community during a pandemic depends heavily on keeping those that are sick home to help reduce the spread of infection to others.

1. If a player is ill, parents will keep their child home and monitor their child for symptoms of COVID-19.

2. Players who have tested positive for COVID-19, who have been in close contact with an individual with COVID-19 or who have been tested for COVID-19 will not participate in any Na Keiki Mauloa activities.
3. Players will not be allowed to participate in any activities until they have been cleared by a doctor.
4. For readmission, parents must submit to their coach a doctor's clearance note **and** be cleared by their coach prior to arriving and participating in any activity. Please be assured that the privacy of affected individuals will be safeguarded to protect the confidentiality of any personal health information.

COMMUNICATION

In these unprecedented times, communication between parents and coaches is important. All coaches are available by phone or email and you can always reach Club Director, Barney Choy, at 808-227-7878 or NKM@nakeikimauloa.onmicrosoft.com.



COVID-19 Daily checklist

COVID-19 ILLNESS/HEALTH ASSESSMENT

To be administered to all participants and coaches daily before entry onto court(s) /gym.
For any "yes" responses please inform Coach Barney or Coach Kawika immediately for further guidance.

Name: _____ Date: _____
Please Print

NKM Event: _____

COVID-19 symptoms include but are not limited to fever, coughing, shortness of breath

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE:

Are you experiencing any symptoms such as fever, cough, or shortness of breath? Yes No

Have you been in close contact* with anyone who has been diagnosed with COVID-19? Yes No

Have you been in close contact* with anyone who may have COVID-19 but is yet to be confirmed? Yes No

Are you currently in close contact* with anyone, such as a family member, who is experiencing symptoms or has been confirmed as positive for COVID-19? Yes No

Have you traveled outside of the state of Hawaii in the last 14 days? Yes No

Privacy Notice: Except for circumstances in which NKM is legally required to report activity occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable laws and to the extent practical under the circumstances. When it is required the number of people who will be informed that an unnamed participant(s) have tested positive will be kept to the minimum needed to comply with reporting requirements and to limit the potential transmission to others. NKM reserves the right to inform representatives of other participants that an unnamed person/people have been diagnosed with COVID-19 if other people might have been exposed to the disease so they may take measures to protect their own health. NKM also reserves the right to inform representatives of other participants that an unnamed person/people have been diagnosed with COVID-19 if they might have been exposed to the disease so those individuals may take measures to protect their own health.

I certify this questionnaire is completed truthfully to the best of my knowledge.

Signature (Participants 18+ or Representative of Participant 18+)

***Close Contact:**

Guidelines from the federal Centers for Disease Control and Prevention define "close contact" as anyone who has been within 6 feet of a person infected with the virus for a "prolonged period of time," or being coughed or sneezed on by an infected person.



MEDICAL RELEASE FORM

This must be completed - legibly - and signed in all areas by both the player and her parent or guardian. I understand and agree that this document will be kept in the possession of authorized adult team personnel and that reasonable care will be used to keep this information confidential. By signing this form the participant affirms having read and agreed to the terms and conditions listed below.

Team: _____ Player Name: _____

Male Female

Player Cell Phone _____ Player Email _____ Birth Date _____ Age _____

Primary Contact: Parent or Guardian

Name: _____ Address: _____
City, State & Zip _____
Cell Phone: _____ Email: _____

Secondary Contact: Parent/Guardian Other _____

Name: _____
Cell Phone: _____ Email Phone: _____

Primary Insurance Co _____ Primary Group/Policy # _____ / _____
Family Physician Name _____ Physician Phone _____

Please elaborate on any medical conditions of which we should be aware:
Please list any medications currently being taken:
In the past 24 months, have you been tested, diagnosed and/or treated for a concussion: Yes No
If yes, provide the date (months and year), who performed the testing/diagnosing/treatment and what was the outcome:
Please list any allergies:
If None, please write None.

Participant Signature _____ Date: _____
(regardless of age):

Participant, _____, has my permission to participate in Na Keiki Mau Loa training, competition, events, activities and travel. I approve of the leaders who will be in charge of this program. I recognize that the leaders are serving to the best of their ability. I certify that the participant has full medical insurance with the company listed above. I understand and agree that this document will be kept in the possession of authorized adult team personnel and that reasonable care will be used to keep this information confidential. I agree to allow the authorized adult team personnel to release this information in the event of a medical emergency to a third party medical provider. I also certify to the best of my knowledge that the participant named hereon is physically fit to engage in the activities described above.

Parent/Guardian Signature: _____ Date: _____
Relationship to Participant: _____

If, during the course of my daughter's activities in volleyball, she should become ill or sustain an injury, I hereby authorize you to obtain emergency medical/dental care. I will assume financial responsibility for the bills incurred through my insurance company.
Signature: _____ Date: _____
Parent/Guardian

or
I do not authorize emergency medical/dental care for my daughter.
Signature: _____ Date: _____
Parent/Guardian



Player's Emergency Contact Information

Player's Name: _____

Home Address: _____

Emergency Contact Information:

PRIMARY CONTACT:

Name: _____

Relation to Player: Parent Legal Guardian Other (describe) _____
(circle one)

Phone Number: _____ (cell)

Phone Number(2): _____

Email Address: _____

SECONDARY CONTACT:

Name: _____

Relation to Player: Parent Legal Guardian Other (describe) _____
(circle one)

Phone Number: _____ (cell)

Phone Number(2): _____

Email Address: _____



2020 - 21 RELEASE AND WAIVER OF LIABILITY

As a member of Na Keiki Mau Loa ("Club"), the undersigned acknowledges and understands that some of the Club's activities may not directly relate to nor involve the game of volleyball itself. Such activities include but are not limited to beachside or outdoor practices or workouts, swimming and other ocean-related activities, and attending presentations or functions, which are not conducted in and restricted to the confines of a gymnasium. Furthermore, the undersigned acknowledges and understands that the players may be invited to participate in scrimmages or tournaments, the participation in which may or may not be insured;

The undersigned hereby certifies that the player is physically fit, has sufficiently prepared or trained to participate in the above-described activities, and has not been advised to refrain from or to discontinue participation by a qualified medical professional. The undersigned certifies the player has no health-related reasons or problems which preclude the player from participating in the above- described activities;

The undersigned acknowledges and understands that the above-described activities involve facilities and/or equipment which may or may not be owned, maintained, controlled or operated by the Club, and that the player could sustain injury (minor to major, temporary or permanent) from same and could possibly result from the use of such facilities and/or equipment, or from the various above-described activities themselves;

The undersigned assumes all risk of the player participating in the above-described activities, including and without any limitation, any risk that may arise from negligence or carelessness on the part of the Club, its coaches, volunteers, and any authorized representative of the Club;

The undersigned hereby waives, releases and discharges any and all liability, including but not limited to, liability arising from the negligence or fault of the Club, its coaches, volunteers and any authorized representative of the Club, for the player's death, disability, personal injury, property damage, property theft, or actions of any kind which may arise from player's participation in the above-described activities; and

The undersigned shall indemnify and hold harmless the Club, its coaches, volunteers, and any authorized representative of the Club against any and all claims made as a result of the player's participation in the above-described activities, whether or not cause by the negligence of the Club, its coaches, volunteers and any authorized representative of the Club.

Player's Name:

Please Print

Player's Signature

Date

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date



2020 - 21 PLAYER/PARENT CONTRACT

Na Keiki Mau Loa (NKM) was established to provide an opportunity for our players to learn life lessons through the game of volleyball: respect, developing character, building self-esteem, responsibility, and contributing as a team member. As a condition to your acceptance to NKM as a member, you are requested to support the following goals by acknowledging and accepting the following terms:

1. While winning is always desirable, it is not the only goal. Winning can only be achieved by perseverance (Mau Loa), discipline and teamwork. Any conduct or behavior of a parent or player, on or off the court, verbal or otherwise, that threatens the players' ability to work as a team member will not be tolerated. Negative conduct or behavior is not acceptable; Positive comments and words of encouragement are highly recommended. The Coach has the sole discretion to sanction the player(s) for such conduct or behavior that may be detrimental to the team. Such sanctions may include but not be limited to, suspension or termination from the team. The welfare of the team as a whole has priority over the welfare of any one player.
2. Everyone is not perfect and we all make mistakes. It is everyone's responsibility, however, to learn from these mistakes and take whatever steps are required to correct them. Each player contributes a special skill to the team and has a role on the team. If a player is dissatisfied with his/her role on the team, then this should be brought to the Coach's attention. If a player continues to be dissatisfied thereafter, the player should consider whether he/she wishes to remain with NKM. The welfare of the team as a whole has priority over the welfare of one player.
3. There can only be one Coach (and his or her assistants) of the team. The Coach has the sole discretion to determine a player's position on the team and the amount of playing time. Factors considered by the Coach include but are not limited to, positive attitude and willingness to learn, timely attendance at practice, performance in school, and contribution as a team member. If a player is dissatisfied with a Coach's decision in this regard, then this should be brought to the Coach's attention. If a player continues to be dissatisfied thereafter, the player should consider whether they wish to remain with NKM. The welfare of the team as a whole has priority over the welfare of one player.
4. The team depends on each and every player, and each player has a responsibility to the team. Each player makes a commitment to each other and the team that he/she will maintain at least a 2.0 grade point average in school. A player who fails to do so not only lets down the team, but also himself/herself. Participation with the club is a privilege, not a right. Any player who has not attained a 2.0 or better grade point average will be suspended for two weeks. The team parent must be given a copy of the progress report from the school showing improvement in school work for the player to return to practice or at the sole discretion of the Coach.
5. One of life's lessons is to contribute to your community and to learn about various issues of concern in and to the community. Each player shall participate in at least one community service project and attend at least one educational presentation during the season. Failure to meet these requirements will affect the player's playing time.

6. You are being provided the opportunity to determine the success of your season. While every team and every season has its ups and downs, your commitment must always be to the team and its progress. You will be part of the team's solution, not the problem. You will encourage the team's improvement and applaud its victories. You will resolve disputes amicably in a quick and reasonable fashion and move forward thereafter.
7. You have been provided the NKM Social Media Policy and NKM Travel Policy and every player shall read and adhere to those policies.

SPECIFIC RULES

- A. **BE ON TIME FOR PRACTICES:** Anyone who arrives after the start of practice will be deemed tardy. It is your responsibility to your teammates and the team to be on time; it is unfair to those who are ready to begin practice when scheduled. Continuous unexcused tardiness may be subject to sanctions by the Coach at his or her sole discretion.
- B. **BE ON TIME FOR TOURNAMENTS:** It is imperative that players arrive at the stated times for tournaments. Tardiness may create a delay in the start of the tournament, and gives the club a bad impression. Failure to arrive on time for tournaments may be subject to sanctions by the Coach at his or her sole discretion.
- C. **ABSENCES FROM PRACTICES AND/OR TOURNAMENTS:** Unexcused absences from practices and/or tournaments will affect playing time. You have a commitment to the team and will be held accountable for your lack of attendance. Unexcused absences will be subject to sanctions by the Coach at his or her sole discretion. Excused absences include illness, family emergencies, or school-required functions. Players, not their parents or teammates, must contact their coaches directly to inform them of any absences. Unless excused by the Coach, early departures from practices and/or tournaments are likewise discouraged.
- D. **RESPONSIBILITIES:** Players must be prepared for practices and tournaments, and are responsible for their own conduct. Forgetting proper attire and accessories, lack of adequate rest, ignoring medical conditions and treatment, failing to show respect to teammates, the Coach, and opposing teams, and failing to participate in mandatory club functions, are examples of irresponsible conduct. Every player is expected to be responsible for his or her own conduct and must accept the consequences thereof.
- E. **TIMELY PAYMENTS.** In order for NKM to satisfy its obligations of payment to third parties, parents must adhere to the payment schedule provided to them by NKM. Any deposit or installment payment not made in the amount due when due will be considered late. If payment by check is rejected due to insufficient funds, the parent(s) will pay the fee assessed to the club for the bounced check, in addition to the required payment. Late payments or lack of payments may prevent your child from continued participation in practices, tournaments, and any other activity planned by NKM. NKM reserves the right to terminate your child's participation in any of the foregoing activities and/or membership with NKM due to late payments or lack of payments.

Player's Name:

Please Print

Player's Signature

Date

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date



Electronic Communication Policy of Na Keiki Mau Loa

PURPOSE

Na Keiki Mau Loa (the “Club”) 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 the Club acknowledges the value of these methods of communication, the Club 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. The content and intent of all electronic communications must adhere to the 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; and
- 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, innuendo and expectations.

Accessible: All electronic communication between coaches and athletes should be considered a matter of record and 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 "private message" each other through Facebook. Coaches and athletes are not permitted to "instant message" each other through Facebook chat or other IM methods.

Coaches are encouraged to set their pages to "private" to prevent athletes from accessing the coach's personal information.

TWITTER

Coaches and athletes may follow each other on Twitter. Coaches cannot retweet an athlete message post. 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 from 7am until 10pm. Texting only shall be used for the purpose of communicating information directly related to team activities.

EMAIL

Athletes and coaches may use email to communicate. When communicating with an athlete through email, a parent, another coach or a board member must also be copied.

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 electronic communications. Immediate compliance without repercussion must be granted.

MISCONDUCT

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 our club policy.

VIOLATIONS

Violations of the Club’s Social Media and Electronic Communications Policy should be reported to your immediate supervisor, a Club administrator or the Regional SafeSport Officer for evaluation. Complaints and allegations will be addressed following the appropriate procedure.

A 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.

Player’s Name: _____
Please Print

_____ Date
Player’s Signature

_____ Date
Parent/Guardian Signature

_____ Date
Parent/Guardian Signature



Travel Policy for Na Keiki Mau Loa

Na Keiki Mau Loa has teams that will travel to play in national tournaments and will also have local travel to and from our own area. Na Keiki Mau Loa prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Volleyball SafeSport Handbook.

Na Keiki Mau Loa has established policies to guide our travel, minimize one-on-one interactions, and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience.

We distinguish between travel to training, practice and local tournaments ("local travel") and team travel involving an overnight stay ("team travel").

With COVID-19, it may be necessary for a parent or guardian to attend team travel events in case a player falls ill and may need to isolate. We will assess the situation as travel dates near.

Local Travel

Local travel occurs when Na Keiki Mau Loa does not sponsor, coordinate or arrange for travel.

- Players and/or their parents/guardian are responsible for making all arrangements for local travel. It is the responsibility of the parents/guardians to ensure the person transporting the minor player maintains the proper safety and legal requirements, including but not limited to: a valid driver's license, automobile liability insurance, a vehicle in safe working order, and compliance with applicable state laws.
- The coaches and volunteers of Na Keiki Mau Loa or one of its teams, who are not also acting as a parent, should not drive alone with an unrelated minor player.

Team Travel

Team travel is overnight travel that occurs when Na Keiki Mau Loa or one of its teams or designees sponsors, coordinates or arranges for travel so that the team can compete locally, regionally or nationally. Because of the greater distances, coaches, staff, volunteers and chaperones will often travel with the players.

- When possible, Na Keiki Mau Loa will provide reasonable advance notice before team travel. Travel notice will also include designated team hotels for overnight stays as well as a contact person within Na Keiki Mau Loa or the team. This individual will be the point of contact to confirm your intention to travel and to help with travel details.

- Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with a minor player (unless the coach is the parent, guardian or sibling of the player).
- The coach or his/her designee will establish a curfew by when all players must be in their hotel rooms or in a supervised location. Regular monitoring and curfew checks will be made of each room by at least two properly background screened adults. At no time should only one adult be present in a room with minor players, regardless of gender.
- Team personnel shall ask hotels to block adult pay per view channels for player only rooms.
- Individual meetings between a coach and a player may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present, with at least one of those adults being the same gender as the player.
- Family members who wish to stay in the team hotel are permitted and encouraged to do so.
- The team will make every effort to accommodate reasonable parental requests when a child is away from home without a parent. If any special arrangements are necessary for your child, please contact the team personnel who can either make or assist with making those arrangements.
- No coach or chaperone shall at any time be under the influence of drugs or alcohol while performing their coaching and/or chaperoning duties.
- In all cases involving travel, parents have the right to transport their minor player.
- Prior to any travel, coaches will endeavor to make players and parents aware of all expectations and rules. Coaches will also support chaperones and/or participate in the monitoring of the players for adherence to curfew restrictions and other travel rules.
- If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken, or immediately after.

Additional Policies

- Players are expected to remain with the team at all times during the trip. Players are not to leave the competition venue, the hotel, restaurant or any other place at which the team has gathered without the permission/knowledge of the coach or chaperone. You must inform an adult if you want to use the restroom or step away from the team; even for just a minute.
- When visiting public places such as shopping malls, movie theatres, etc., players will stay in groups of no less than two persons. Athletes 12 and under will be accompanied by a chaperone. Assigned travel buddies are responsible for each other; you must be with or know where your buddy is AT ALL TIMES. No player shall leave the group or wander off alone.
- Always pay attention to your surroundings. If at anytime you feel uncomfortable for any reason, tell a Coach, team chaperone or any parent immediately.

- Players are expected to:
 - Clean up after themselves and keep track of their own personal belongings.
 - Complete assigned responsibilities (rotated over trip)
 - Snack preparation and meal clean-up
 - Manage volleyball equipment & cooler
 - Laundry preparation and distribution
 - Room clean-up
 - Wake up and get ready on time to stay on schedule
 - Follow any instructions provided by the coaches and chaperones.
- Behavior Policies
 - i. Be quiet and respect the rights of teammates and others. Be respectful and conduct yourselves like young ladies; you are representing Na Keiki Mauloa, Hawaii and your families!
 - ii. Be prompt and on time;
 - iii. Respect travel vehicles;
 - iv. Follow the dress code;
 - v. Follow the established curfews and lights out;
 - vi. Must stay in assigned hotel room;
 - vii. Follow cell phone and electronics usage guidelines in the travel Cell phones, iPads, computers and other electronic devices shall be turned off at “lights out” and provided to the chaperone when requested. These will be returned in the morning, but must be turned off during tournament play and when requested by the coach or team chaperone.
 - viii. Needs and well-being of the team come first.
 - ix. Follow the rules of the Na Keiki Mau Loa Parent/Player Contract
 - x. Follow the NKM Code of Conduct and any other additional guidelines established as needed by the coaches

Na Keiki Mau Loa Code of Conduct / Honor Code

- a. Team members will display proper respect and sportsmanship toward coaches, officials, administrator, teammates, fellow competitors and the public at all times.
- b. Team members and staff will refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives.
- c. The possession or use of alcohol or tobacco products by any athlete is prohibited.
- d. The possession, use or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- e. Team members are reminded that when competing in tournaments, traveling on trips and attending other club-related functions, they are representing both themselves and Na Keiki Mau Loa. Athlete behavior must positively reflect the high standards of the club.
- f. Failure to comply with the Honor Code as set forth in this document may result in disciplinary action. Such discipline includes, but may not be limited to:

- i. Dismissal from the trip and immediate return home at the athlete's expense;
- ii. Disqualification from future tournaments, either local or traveling;
- iii. Financial penalties;
- iv. Dismissal from team; and/or
- v. Penalties set forth in the USA Volleyball Participant Code of Conduct, which may include a lifetime ban.
- g. Players are to refrain from inappropriate physical contact at team activities.
- h. Players are to refrain from the use of inappropriate language.

Any player who violates any of these rules risks disciplinary action at the sole discretion of the coaches, including loss of playing time and being sent home early on the players expense.

Player's Name:

Please Print

Player's Signature

Date

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date