



The Handbook

2021 - 2022

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Introduction

Hello there!

We are Edinburgh University Volleyball Club (EUVC for short) and this is our handbook!

The handbook is a new initiative started in 2020 to provide you with all the information you need about the club.

Throughout this document we cover multiple topics, such as our teams and competitions we play in, our committee positions and extra volleyball opportunities we offer, such as our outdoor and LIIT program. In addition we also draw on our Code of Conduct, Constitution and policies to provide you with some extra information, including our policies pertaining to COVID-19.

For the first time, this handbook provides us with an opportunity to communicate all our actions to you. Therefore we urge all members of EUVC to read the handbook and confirm their understanding on the final pages, signature section, to confirm your understanding of what it means to be a part of EUVC.

Many thanks,

Your committee 2021/2022

The Committee

President

The president's role is to oversee all operations and management within the club, and delegate responsibilities accordingly to ensure the smooth running of all aspects of the club. It is my job to work closely with committee members at all levels, to ensure the club is functioning optimally. Day-to-day, I keep close correspondence with coaches, the executives of the committee and the relevant organizations the clubs deal with. You can approach me for just about anything to do with the club, but especially for membership enquiries and future projects.

Vice President

The Vice President's role is to act in accordance with the President, assisting in delegation and management. Working with the members of the committee, club, and coaching staff is key to ensuring clear and cohesive communication and vital in this role. The Vice President will act as one of the main points of contact from any individual within or outside of the club. This role is important for the operation and management of events and trainings, and should be accessible for questions and gathering feedback. In relation to the upcoming year 2021/2022, any concerns regarding COVID-19 and any inquiries can be fielded through both the Vice President and President.

As of the season of 2021/2022 the Vice President leads the LIIT subcommittee including the inclusion officers to promote sitting volleyball and inclusive sports within and outside EUVC. If you are interested in LIIT and would like to know more or get engaged, feel free to contact me.

Treasurer

The treasurer is the master of the club's budget and bank account. My job is to cover any expenses for the club, creating and reviewing the club's budget throughout the year and keeping of any in-flows and out-flows for the club. You will mostly be reaching out to me to receive travel expense reimbursements or payments. Otherwise, you can also approach me to gain more insight into the club's financial situation or on any planning for new projects and initiatives we have.

BUCS Secretary

The BUCS secretary's main role is to stay on top of administration, registrations and to organise competition fixtures. I will be working together with the team secretaries to communicate with all of you about BUCS match days, dates, times and transport. If you have any questions about anything to do with the club's organisation or details about anything please feel free to contact me.

SVL Secretary

The SVL secretary's main role is to stay on top of administration, registrations and to organise competition fixtures. I will be working together with the team secretaries to communicate with all of you about SVL match days, dates, times and transport. For the coming year I will be focusing on setting up outdoor sessions and competitions for all levels. If you have any questions about anything to do with the club's organisation or details about anything please feel free to contact me.

Social Secretary

The social secretaries responsible for planning, organizing and executing any social functions of the club. Our roles vary from preparing exciting socials (nights out), fun group bonding activities and virtual socials. The jobs we perform involve contacting and booking venues, advertising events through the club's media channels and ensuring everything goes to plan at all the club's functions. Our goal is to create a fun and safe environment in which everyone can enjoy themselves while bringing the club closer together. Please feel free to reach out to us if you have any questions, suggestions, or feedback about the club's socials!

Sponsorship Officer

The sponsorship officer is responsible for getting in touch with businesses to receive sponsorships for the club. Mainly, I attempt to find businesses that provide us with appropriate funding in return for engagement, however I also have the role of finding suitable businesses to host socials. You can contact me if you have any ideas for a sponsor for the club or if you have any questions about our current sponsorships.

Alumni & Fundraising Officer

As alumni officer, I am in charge of maintaining contact with our club alumni and organising club events to keep them involved as well as staying on top of the SU alumni newsletter and our alumni fund. In terms of fundraising my role is to get more money for the club by organising larger events and other smaller projects such as bake sales and raffles. Please contact me if you would like to get more involved with the club's fundraising and if you have any fun fundraising ideas!

Wellbeing Officer

My responsibility is to ensure good practice within the Club which promotes the health, safety and wellbeing of all of our members. In doing so, I make sure all of our relevant policies are up to date and are being upheld. Within my role, I also have the role of Child Protection & Wellbeing Officer to specifically safeguard any members who are children. I also collect and assess feedback to improve your experience in the Club. Most importantly though, I am the primary point of contact for any health, safety or wellbeing concerns. You can come to me for things such as:

- Reporting incidents
- Making formal complaints
- Support and advice
- Finding further resources
- Anything else you want to chat about!

Inclusion Officer

The two Inclusion Officers are in charge of organizing and providing inclusive activities aimed at encouraging everyone to get involved with the club. These activities accommodate all people with and without disabilities, with a special focus on sitting volleyball events, trainings and competitions. You can approach us with any queries about getting involved in playing standing or sitting volleyball. Also, we are very happy to help you with tailoring the activities that we offer to any disability you or others may have.

Social Media Officer

The Social Media Officer is in charge of, as its name suggests, the club's social media accounts and other forms of online presence. All activities you see going on on Instagram, Facebook and Twitter are done by the Social Media Officer, including game times, updates on match scores and updates regarding any activity going on in the club. You can reach out to the Social Media Officer if you have any cool ideas that can be done online, you have post-match team pictures or if you have any queries regarding the information we provide on our online channels.

Kit Secretary

The kit secretary is responsible for the club's kits and relevant equipment. My role is to make sure all teams have enough kits and that they are in good condition. Throughout the year, I'll take inventory of the club's kits and negotiate new deals with PlayerLayer. I will be assisted by a kit secretary from each team, so if you have any problems relating with the kit i.e., damaged or lost, please refer to your respective kit secretary so they could report it back to me.

Ordinary Member

The Ordinary Member is a previous Committee member whose primary goal is to aid the transition of the old Committee to the new Committee. They must attend all Committee meetings and give an outside input to make sure the Committee does not lose its objectivity. As a previous Committee member, they are aware of how the old Committee and the Club was run, what was discussed previously by the old Committee, and what decisions and changes were made. They act as a main sort of advice and input for the new Committee.

Introduction to the Sport Union

EUVC is one of over 60 clubs supported by the Edinburgh University Sports Union (EUSU).

EUSU lead all sport at the university. It is run in collaboration of an executive committee made up of students who are elected every year and a few permanent members of staff.

As members of EUSU we stand by their constitution, code of conduct and all other policies ([Link to EUSU Policies](#)).

EUSU provide help with our administration, finances, and any questions that we have regarding the running of the club. Through them we organise hall bookings for fixtures, transport, and our memberships.

EUSU are our main point of contact if we want to make changes and are very helpful and flexible.

If you want to contact the Sports Union directly, here are the main points of contact ([Link to EUSA Contacts](#))

Teams

Women's 1

Women's 1 is EUVC's highest performing volleyball team, competing in BUCS Premier (England & Scotland) and SVL Premier. During an usual week, the team practices two to three times per week and plays two games. The coach for Women's 1 is Daniel Traylor.

Women's 2

Women's 2 is a high performing women's volleyball team competing in BUCS Scottish 1A and SVL Premier. This year the team's coach is Etienne Toussaint to guide the team throughout two practices per week and one game day.

Women's 3

Women's 3 is a developing team within EUVC to further develop players' ability and confidence on court. Women's 3 practices once a week and plays one game per week in the BUCS Scottish 2A competition. The coach for Women's 3 this year is Kennedy Mason.

Women's 4

Women's 4 was newly founded within EUVC in 2019 – 2020, in order to give recreational players a venue to step up their game and develop their skills in a more competitive environment. The team play in local leagues and is coached by Aitana Verdu Schlie.

Men's 1

Men's 1 is EUVC's highest performing male volleyball team, competing in BUCS Scottish 1A and SVL Premier after being promoted after the season 2019 - 2020. The team practices twice per week and plays two game during a normal week. This year Lorenzo Ciacci is coaching the team.

Men's 2

Men's 2 is EUVC's male development team. The team practices once a week, under coach Fabio Avesani, who prepares the team for their games in BUCS Scottish 2A. In the season 2019/2020, M2 finished in 4th position. The team provides players the opportunity to become more experienced and further develop their skills in a competitive environment.

Recreational

EUVC provides a recreational training session twice per week (both sessions Tuesday evening), led by several players from the competitive teams. The recreational trainings are set up in a non-competitive fashion and open to all skill levels. Whenever possible, players can choose to compete in local leagues to gain more experience and confidence on court.

Training Timetable

	Training Times 2020-2021								
	W1	W2	W3	W4	M1	M2	Rec	Beach	
Mon	0900 - 1100				2030-2200	1900 - 2030			
Tue						0900 - 1030	1930-2045 2045-2200		
Wed	0600-0730	0730-0900			0600-0730				TBD
Thu	2000-2200								
Fri		1900-2030	0600-0730	0730-0900					

Pleasance	St. Leo's	Optional in Pleasance	Portobello Beach
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Membership Prices

Membership prices for 2021/22 are as follows (in GBP):

	M1/W1/W2 students	M2/W3 students	W4 students	Recreational/ Districts students	Competitive non-students	Recreational/ Districts non-students
Full Year	150.00	120.00	95.00	75.00	220.00	100.00
Semester 1	110.00	80.00	55.00	45.00	130.00	60.00
Semester 2	110.00	80.00	55.00	45.00	130.00	60.00

All memberships can be found here - [Link to Memberships](#)

Competitions & Leagues

Our teams compete in the British Universities & Colleges Sport (BUCS) leagues, the national Scottish Volleyball League (SVL) and the local district league (Lothian and Borders Volleyball Association - LBVA).

The **BUCS** leagues are exclusively for students at universities or colleges. W1, W2, W3, M1 and M2 all compete in BUCS at different levels. These are the structures of the different leagues:

- BUCS Premier (UK wide)
- BUCS Scottish 1A and 2A(Scotland wide)
- BUCS Scottish 3A(Scotland wide):
 - BUCS cups include:
 - BUCS Championship (for Premier teams)
 - BUCS Trophy (for 1A teams)
 - BUCS Conference Cup (for 2A teams)

BUCS rules of competition can be found here: [Link to BUCS rules.](#)

The **SVL** competition is the national league open to any Scottish team (including non-students). Only W1, W2 and M1 compete in this league. These are the structures of the different leagues:

- SVL Premier (Scotland wide)
- SVL League 1 (Scotland wide)
- Cup Competitions include:
 - Scottish Cup
 - Scottish Plate

SVL rules of competition can be found here: [Link to SVA Rules](#)

Our teams play in the following leagues:

BUCS			SVL		LBVA
Premier	1A	2A	Premier	League One	District League
W1	W2, M1	W3, M2	W1, W2, M1		Rec teams

We also compete in SSS (Scottish Students Sport) tournaments such as the Students Cup, 4v4 recreational tournaments and the Beach SSS cup.

To find out more about the different leagues and to stay up to date with upcoming fixtures follow these links:

BUCS – [Link to BUCS](#) (You will have to log in with your BUCS Play details)

SVL – [Link to SVL](#)

LBVA – [Link to LBVA](#)

LIIT

What is LIIT?

LIIT stands for Low Intensity Inclusion Tour. Our mission is to provide fun activities accessible to everyone, regardless of their abilities, with a focus on an inclusive setting involving both people with and without disabilities. We organize sitting volleyball trainings and tournaments, and are hoping to expand to other inclusive sports such as boccia.

What are inclusive sports?

According to UNICAP, Inclusive Sports is the practice of a sport between people with or without disability under the same rules. It is a right to enjoy sport under equal opportunities.

Who can join?

Anyone! We're open to all ages and abilities, students and non, with or without disabilities. We hope to create a diverse environment of people with all sorts of different backgrounds and experiences!

Beginning in 2021 we started to offer weekly coached sitting volleyball sessions at the meadows. We will post our events and updates on our social media pages (@liitsitvolley on Instagram and Twitter). Feel free to message us with any query and we're looking forward to having you at our events!

LIIT Event in February 2020.



Outdoor Program

We are very pleased to confirm that we will be continuing with our outdoor program this year to increase playing possibilities.

Meadows volleyball will be aimed mainly at recreational players. By setting up free to play sessions on the grass, we hope to give more people the opportunity to play, get to know players from other teams and improve their skills. We have all the equipment necessary to make these sessions accessible and safe for everyone. Sessions will be set up weekly so you can sign up and just come along! This is included in your volleyball membership.

In the season 2020/2021 we set up a **beach volleyball** program aimed at promoting mental and physical health as well as the sport among the student community. We achieved this in partnership with *Edinburgh Beach Volleyball Club (EBVC)*, who provided equipment for us to run our sessions. The sessions were open to all levels and we ran club intern competitions throughout the year. Information if and how the beach session will take place in the season 2021/2022 will come soon. Future sessions will take place at Portobello near Portobello Swim Centre.

We look forward to seeing you on the grass and sand soon!

Code of Conduct

EUVC expects all its members to abide by The University of Edinburgh's Code of Student Conduct and the Sport Union Code of Conduct at all times disregarding which of the mentioned roles volunteers, players, coaches or spectator, they are acting in. Members are supposed to be aware of and follow the Policies and Code of Conduct of the governing body, the Scottish Volleyball Association.

Central expectations and behavioral guidelines are outlined below.

All members :

- Shall not do anything which is likely to intimidate, offend, insult, humiliate or discriminate against any other person on the ground or gender, race, disability, age, religion, political belief, sexual orientation, social background, ethnic origin, language, marital or civil partnership status and follow the Anti-Bully Policy at all times.
- Shall not use foul language or abusive language or gestures towards any one at any time.
- Must recognize and appreciate the efforts made by volunteers, coaches, match officials and administrators in providing opportunity for you to play the game, take part in club activities and enjoy the sporting and social environment.
- Shall know the rules of the Volleyball game or put their best effort in to learn it as best as they can and adhere to its rule and be fair at any time.
- Must ensure that games are played and conducted in accordance with disciplined and sporting behavior by their own efforts at all time and respect the opponent team and official
- Shall observe and accept the authority and decisions of match officials and all other disciplinary bodies, including the committee, coaches, and captains.

- Shall arrive in time for training and games in order to warm-up and give time to cool-off afterwards appropriately and take all actions necessary to prevent self-injury .
- Shall arrive in time to help prepare for activities and game set-up if appropriate and in compliance with current regulation in special circumstances.
- Must never shout or ridicule other members/ participants of the sessions for making a mistake or losing.
- Must respect and not purposefully damage any of EUVC's material (nets, balls, and other equipment)

Constitution & Policies

The Club constitution can be found under this link – [EUVC Club Constitution](#)

The Club Child Protection Policy can be found under this link – [EUVC Child Protection Policy](#)

The Sports Union constitution can be found under this link – [EUSU Constitution](#)

The Sports Union Privacy Policy can be found under this link – [EUSU Privacy Policy](#)

All other Sports Union policies can be found under this link – [EUSU Policies](#)

The Scottish Volleyball Association Privacy Policy can be found under this link – [SVA Privacy Policy](#)

The Scottish Volleyball Association Anti-bullying Policy can be found under this link – [SVA Anti-bullying Policy](#)

The Scottish Volleyball Association Anti-Bullying-Charter can be found under this link – [SVA Anti-bullying Charter](#)

The Scottish Volleyball Association Equality Policy can be found under this link – [SVA Equality Policy](#)

Covid-19

Due to uncertain times, guidance by the government and governance bodies may be updated any time. Please read Covid-19 Guidance to stay up to date.

The main points of the Edinburgh University Sports Union's guidance are as follows:

Playing it Safe Procedures

1. Come changed and ready to play **no earlier than 10 minutes** before your session.
2. **Face coverings are required** indoors when going to the volleyball court and maybe removed once near the field of play.
3. Thoroughly **sanitise your hands and forearms** before and after playing.
4. Keep your **personal belongings distanced** from those of others.
5. Follow the **one-way movement system**.
6. **All balls will be sanitised** after play.
7. **Leave the field of play immediately** after your activity especially if another team is coming to use the area..
8. Bring your own **water bottle** and fill from taps, drinking at water fountains is not allowed

Entering Pleasance:

Teams should enter through the **MAIN RECEPTION** and wait in the area of the old reception (entrance to the games hall) until the previous session has cleared completely. Remain 2 metres apart and enter in a single-file line. Once inside, face coverings must be worn at all times except for when you are next to the court.

Entering St. Leonard's:

Go to the front entrance and wait outside until your coach/Covid Officer leads you inside as a group. Remain 2 metres apart and enter in a single-file line, **FOLLOWING THE ARROWS** to the upstairs

Games Hall. When leaving the sessions, **FOLLOW THE ARROWS** leading past the Men's Changing Room to go outside. When inside, face coverings must be worn at all times except for when you are on court.

Club Contact & Social Media

Get in touch with EUVC:

E-Mail: volleyball@ed.ac.uk or clubsu51@ed.ac.uk

Website : euvc.co.uk

Facebook: [Edinburgh University Volleyball Club – EUVC](#)

Instagram: [@edunivolleyball](#)

Twitter: [EUVC Volleyball @UoEvolleyball](#)

Get in touch with LIIT:

Instagram: [@liitsitvolley](#)

Facebook: [Low Intensity Inclusive Tour - LIIT](#)

For Incident reports go to this Form: [INCIDENT REPORT](#)

Signature Section

By completing this Player Registration Form ([Link to EUVC Player Registration Form](#)), you agree to the following :

- I agree to EUVC using my information and processing my data for the only purposes of:
 - Signing me up to the SVA database
 - Registering me for competitions (SVL and BUCS)
 - Communicating with me
- I have read the handbook in full and will adhere to the code of conduct, Covid guidance, Policies and constitutions outlined in this handbook
- I have purchased a volleyball membership from the Sports Union ([EUSU - Volleyball Club](#))
- I have added the Percent App ([Link to the download](#)) to my phone

