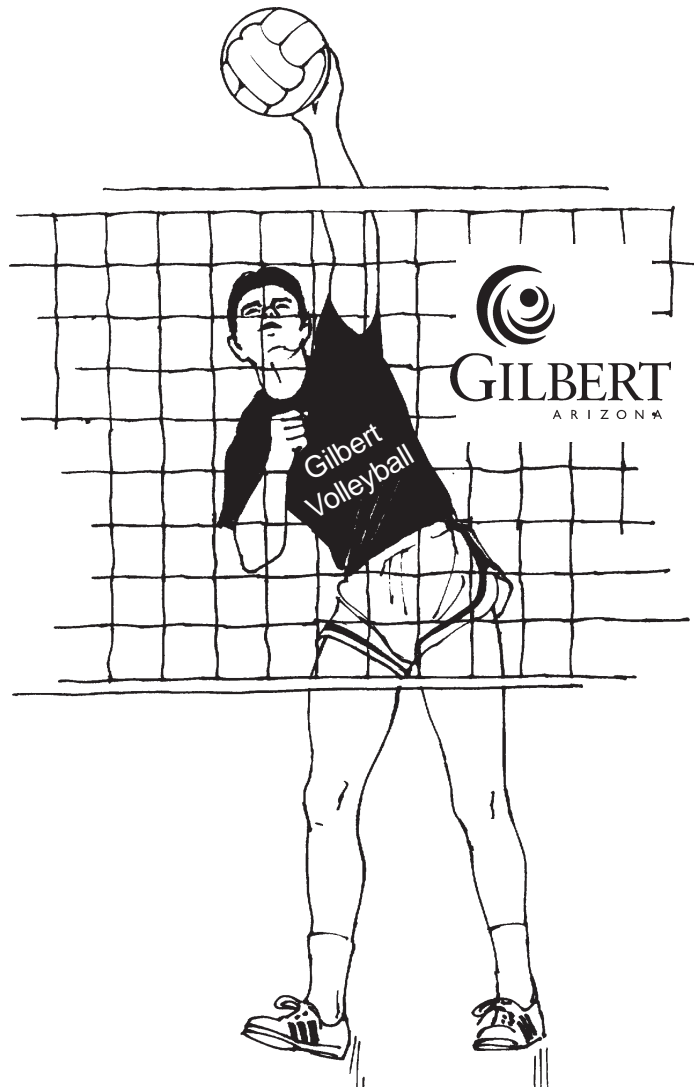


**Gilbert Parks & Recreation Department**

**INDOOR**

# **VOLLEYBALL**

**MANAGER'S HANDBOOK**



[www.gilbertaz.gov/adultsports](http://www.gilbertaz.gov/adultsports)

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## GILBERT PARKS & RECREATION DEPARTMENT

# ADULT VOLLEYBALL PROGRAM

### PROGRAM STRUCTURE

**A. ORGANIZATIONAL MEETING** New teams wishing to join the league can access all information on the adult sports page on the Town of Gilbert website: [www.gilbertaz.gov/parks/adultsports](http://www.gilbertaz.gov/parks/adultsports). Please refer to the current league flyer for specific information on meeting dates and times.

**B. REGISTRATION** Rosters will be accepted on a first-come, first-serve basis. Entry fees must be paid at the time the roster is turned in. Refer to the current league flyer for specific registration dates for each league.

### LEAGUE GUIDELINES

**A. ALCOHOLIC BEVERAGES** No beer, wine or spirituous liquor allowed in the gymnasium or surrounding areas. (Food or drink is not permitted in the gym.)

**B. AWARDS** League Awards: • Individual 1st place custom T-shirt awards.  
Tournament Awards: • Gift cards.

**C. BAD CHECKS** A team may be eliminated from further play for non-sufficient funds or indebtedness in the program.

**D. FORFEIT PROCEDURE AND PROTESTS** Game time is forfeit time for the first game. Ten minutes past game time is forfeit time for the second game. Twenty minutes past game time is forfeit time for the third game. The gym supervisor's or referee's watch represents the official time. Teams must have four players present to start a game, at least two men and two women or more women than men. Forfeit Limit: A team which exceeds its maximum limit may be dropped from the league without a refund. Maximum limit: two forfeits.

Protest Rule: If a team believes another team is playing with illegal, non-rostered players during league or tournament, a game protest must be made before start of the second game of the match to the gym supervisor. At that time, both teams will be required to verify their roster that night by providing picture ID's to court supervisor. No other protests will be allowed on player verification.

**E. GAME BALLS** Volleyballs will be furnished by the Gilbert Parks & Recreation Department for games only. Teams must provide their own volleyballs for warm-ups.

**F. LOCKER ROOMS** Locker rooms are not provided. Players must arrive dressed to play.

- G. REFUNDS No refunds will be given unless a league is cancelled or a team cannot be accommodated in the league of their choice(s). In the event that rule violations result in a teams expulsion from the league, the following refund formula will be used. (1) Teams expelled between the date of registration and the beginning of their leagues first game will forfeit 25% of their registration fee. (2) Teams expelled after the start of their first game will forfeit 100% of their registration fee.
- H. INSURANCE The Town of Gilbert does not provide player insurance. Players play at their own risk.
- I. SCHEDULES Final league structure will be determined by registrations received. Please refer to current league flyer for effective league dates.
- J. CLASSIFICATIONS Generally an upper division and a lower division will be offered. Final league classification structure will be determined by registrations received.
- K. LEAGUE STANDINGS Final league standings are determined by the best overall win/loss record. If two teams are tied at the end of the regular season, the team which defeated the other more often in head-to-head competition will take the top position. In the case of a split, the team which had the lowest number of points scored against them by the other team will take the higher position in the standings. In the case of three (or more) teams with identical records, the team which had the lowest number of points scored against them by the common opponents will take the higher position in the standings. Exception: If one team won (swept) all of the head-to-head games versus each of the other common opponents, that team will be awarded highest position in the standings. *(The league coordinator has the final decision in all matters concerning this rule.)*
- L. ROSTER ELIGIBILITY Players must be at least 16 years old. All players must sign the official team roster with the gym supervisor prior to league play. Players should be prepared to show ID if needed to verify they meet the minimum age requirement. Up to four (4) players may be added to the roster after original registration. Roster changes may be made up until the start of the team's third match. **ALL ROSTERS ARE FROZEN AFTER THAT POINT.** Direct all roster additions and deletions to the gym supervisor. **A PLAYER MAY PLAY ON ONLY ONE VOLLEYBALL TEAM** per season in Gilbert.
- M. ROSTERS MIN. / MAX. Rosters may have up to 12 players. (Minimum of six players required on the roster). Teams must start games with a minimum of four players on the court.
- N. GAME CANCELLATION Games postponed due to gym conflicts or unforeseen reasons may be re-scheduled and are usually scheduled on the same night which extends the season. It is the manager's responsibility to obtain the date, time and location of games with the gym supervisor or on the adult sports volleyball webpage.
- O. POST-SEASON TOURNAMENT A single elimination tournament will follow the regular season. All teams in the league will be included in the tournament with the exception of the lowest seed in a 9 team division. In order to balance competition levels, certain teams may be switched into other leagues for the post season tournament. Example: the winner of the lower division may switch with the loser of upper division. *(The league coordinator has the final decision in all matters concerning this rule.)*

## GENERAL RULES & REGULATIONS

- A. RULES OF PLAY The current United States Volleyball Association Rules apply to all league situations not covered in this handbook. Gilbert Parks & Recreation Department reserves the right to institute new rules, or alter existing rules as deemed necessary.
- B. MATCH TIME League and tournament play will generally be scheduled between 6:00-10:30 p.m. There will be five minutes between matches for warm-ups (time permitting). Teams will have one minute between games.
- C. MATCH PLAY Matches will consist of three games for league play. All games will count in the league standings which will determine tournament seeding. League play matches will consist of playing three games. First two games are to 25 points (rally scoring), third game to 15 points (rally scoring). Tournament matches are the best 2 out of 3 games (same scoring rules apply).
- D. SCORING In rally scoring, points are awarded on each play, regardless which team serves, as opposed to the traditional sideout system. A game shall be won by the team that has scored 25 points, and is at least two points ahead. A maximum of 27 points will be played in one game. If a game is tied at 26 points, the next point scored will decide the game.
- E. TIME LIMIT League Play: A time limit of 55 minutes will be in effect for league play. If the third game is not completed by the end of 55 minutes, the team ahead in points at that time will be declared the winner. If the teams are tied at the point the time limit expires, the next point is the winner.  
  
Tournaments: Tournament games will have a time limit of 1 hour. If the third game is not completed by the end of 1 hour, the team ahead in points at that time will be declared the winner. (Tournament championship games do not have a time limit.)
- F. TIME OUTS Teams will be granted two 30 second time outs per match.
- G. SUBSTITUTION Substitutions are to be made at the service position on the court. Substitution is allowed only during dead balls. Substitution is not permitted during live play.
- H. PLAYER (Co-Ed) REQUIREMENTS A maximum of three males and/or three females are allowed on the court. If teams are playing with four players, two must be female. If teams are playing with five players, three must be women. Teams may play with a minimum of four players.
- I. HITTING (Co-Ed) REQUIREMENTS There are no longer any special rules regarding the male/female hitting requirements for this league. Teams are encouraged to allow women and men to hit from all legal positions on the court. Please note: if your team normally passes twice and spikes the ball strongly into the opposing court, you will be considered for the Upper Division A league. Teams with fair to good offense will be considered for the Upper Division B league. Teams with little or no experience are not recommended for our Indoor Volleyball league in either division.

- J. POSITIONS** Each player must be within their own area during service. At service, all players (except the server) must be within the court boundaries. A player may leave the court to play the ball, but the official will stop play when a non-playable area interferes with a player's effort to play the ball.
- K. RETURN OF SERVICE** Serves may be returned by bump, pass or set, as long as set is clean with no violation or obvious lift.
- L. ILLEGAL HITS** Intentional hits below the waist or kicks during play will not be allowed. Common violations such as lifts will be called. Teams playing in the Upper Division A league will notice hitting violations will be more strictly enforced.
- M. EJECTED PLAYER** Any player ejected from a match is automatically suspended from the next match. Any ejected player who plays in the next match causes his/her team to forfeit that game. Any player ejected twice in a season will be dropped from the league. (Discipline and/or suspensions may be longer than one additional game depending on the violation. See the section in this handbook titled "Player/Team Conduct" on page 7.) Any ejected player, manager, or spectator must leave the gymnasium immediately.
- N. PROTESTS** Protests must be made at the time they occur. The officials and gym supervisor will attempt to solve the problem. Rule(s) interpretation will be the ONLY consideration for a protest and not an official's judgment. If a protest is not settled, submit a written protest to the Gilbert Parks & Recreation Department no later than 5:00 p.m. of the next working day. (A \$25.00 fee will be required and must accompany the protest. If the protest is honored, the fee is refundable). The sports coordinator will review the protest and notify the manager as soon as possible.
- O. PLAYER ELIGIBILITY** Questions of players eligibility must be brought to the attention of the officials and gym supervisor by the manager BEFORE the start of the second game of the match. Once the match ends, no protest involving eligibility, age, or identity will be considered. To verify player identification, the player must provide proper identification to continue to play. If the player cannot provide identification, he/she is removed from the match. If a team is found to be using an illegal player, the team automatically forfeits the match (see Protests page 3).
- P. ROSTER CHECK** The Gilbert Parks & Recreation staff will randomly call on team rosters to check for player validity. Any player or team information which is not correct on a team's roster could result in the dismissal of that player or team from the league. The MANAGER is responsible for keeping UP-TO-DATE TEAM ROSTER RECORDS. This practice can eliminate any question as to whether or not a team member is eligible to play. Players must present the gym supervisor with a form of photo identification upon request.
- Q. UNIFORMS** Uniforms are not required, but shirts must be worn.

**PLAYER/TEAM CONDUCT**

**A. TEAM CONDUCT** Each manager is responsible to see that his/her players, spectators, scorekeepers, etc. abide by all the rules governing league play and all rules/policies regarding the use of the gymnasium.

**B. PLAYER/TEAM CONDUCT** Some forms of unsportsmanlike conduct will warrant automatic ejection with no warnings given. Two yellow card or one red card reprimands or warnings to an individual or team for unsportsmanlike conduct will warrant automatic ejection of said player or team, or spectator from the gymnasium and premises. A yellow card is defined as a warning from an official by the display of a yellow card. Any player or coach who receives two (2) yellow cards in a match is disqualified. A single yellow card does not result in loss of point or serve. A red card is defined as a severe penalty in which an official displays a red card. The result of a red card may be a player is disqualified, the team loses the serve, or the team loses a point. A red card may be given with or without a prior yellow card as a warning; it is up to the official's discretion. Any player ejected from a match is automatically suspended from the next match. Any ejected player who plays in the next match causes his/her team to forfeit that game. Any player ejected twice in a season will be dropped from the league. Any ejected player, manager, or spectator must leave the gymnasium immediately or match will be forfeited.

No manager, player, or spectator shall threaten an official, lay a hand upon, shove, or strike an official, be guilty of objectionable demonstrations of dissent at official's decision, refuse to abide by official's decision, or be guilty of physical attack as an aggressor upon any player, official or spectator. Minimum Penalty: Ejected from match immediately plus one match suspension. Maximum Penalty: To be determined by the gym supervisor and league coordinator.

The Gilbert Parks & Recreation Department reserves the right to discipline and/or suspend players, or managers for incidents/conduct not specifically covered in this handbook or the United States Volleyball Association official rules, but which in the opinion of the Gilbert Parks & Recreation Department constitutes unsportsmanlike conduct, dangerous conduct, or conduct which is determined to be detrimental to the Gilbert Volleyball Program. All official league disciplinary decisions, as rendered by the Gilbert Parks & Recreation Department are final. The Gilbert Parks & Recreation Department reserves the right to implement, alter, add or delete rules and/or policies as deemed necessary.

Comments or suggestions regarding the Adult Volleyball Program are welcomed and should be directed to:

Gilbert Parks & Recreation Department  
90 E. Civic Center Drive, Gilbert, AZ 85296  
**Attn:** Tyler Smith, Recreation Coordinator  
(480) 503-6242