

2017

ADULT VOLLEYBALL PROGRAM RULES AND REGULATIONS



CITY OF HOUSTON
PARKS AND RECREATION DEPARTMENT



January 5, 2017

Dear Participant,

On behalf of the City of Houston Parks and Recreation Department, I would like to welcome you as a participant in our **2017 ADULT VOLLEYBALL PROGRAM**.

Our goal is to offer quality sports programming at affordable prices and to see that each participant has an enjoyable recreational experience.

We now have an online registration system. You can establish your online account at <https://apm.activecommunities.com/houstonparks/Home>, but you will not be able to register for a league until the specified registration dates for a specific season. Please refer to page 3 for a listing of season dates and online registration dates. The online registration system was approved by the Mayor and City Council in 2009.

There is only one rule booklet for our volleyball leagues. Separate flyers with upcoming registration information, fee changes and rule updates will be sent to you as they become available. You can also visit our department's web site at www.houstonparks.org for additional information as well. Please be sure to advise the Adult Sports Office with ample time if your contact information changes, including e-mail address.

And finally, be sure to check our Rainout Hotline on days the weather is questionable for sand volleyball. We will have an update by 4:00 p.m. on scheduled game dates. The number is (832) 395-7004.

Again, welcome to our program...

Sincerely,

Cedric Brooks
Recreation Specialist
Recreation and Wellness Division

2017 ADULT VOLLEYBALL RULES AND REGULATIONS

1. **LEAGUE DATES**

2017 Spring I Indoor Volleyball Season (8-Week Single Season + Playoffs):

League Dates: March 6 – April 28
Online Registration Dates: January 30 – February 17
Site: Townwood Community Center
Division: Coed D

2017 Summer I Sand Volleyball I Season (5-Week Doubleheader Season):

League Dates: May 1 – June 16
Online Registration Dates: March 27 – April 14
Site: Memorial Park
Division: Coed D

2017 Summer II Sand Volleyball II Season (5-Week Doubleheader Season):

League Dates: July 10 – September 1
Online Registration Dates: June 12 – June 30
Site: Memorial Park
Division: Coed D

2. **LENGTH OF SCHEDULE**

Indoor Volleyball Leagues are 8-Week Single Seasons and the Summer Sand Volleyball Leagues are a 5-Week Doubleheader Season totaling 10 games.

3. **REGISTRATION PROCEDURES**

Team managers register online during the above registration dates at <https://apm.activecommunities.com/houstonparks/Home>. Team managers can establish their online account in advance at:

<https://apm.activecommunities.com/houstonparks/Home> (this only has to be done once).

Registrations are accepted on a “first come, first serve” basis.

If you do not have Internet access, team managers may register for league during the above registration dates between the hours of 8:00 a.m. – 5:00 p.m. at the Adult Sports Office, 6200 Wheeler Street, Bldg. #3, Houston, TX 77023. Personal checks are not accepted. Entry fees are accepted by cash, credit card, company check and money orders only. Company checks and money orders need to be made payable to “City of Houston.”

4. **ENTRY FEES**

\$201.28 per team + \$10 TAAF Fee.

All teams participating in the 2017 Houston Parks and Recreation Department Adult Volleyball Program will be required to register with the Texas Amateur Athletic Federation (TAAF) at a cost of \$10.00 per team. Registration with TAAF is required once every calendar year, and is separate from the Houston Parks and Recreation Department League Registration.

Please Note: Entry fees are subject to change without notice.

5. **REFUND POLICY**

Refund of team registration fees will be granted to team managers less 5% of the team registration fee, provided such request is made on or before the business day 14 days preceding the season’s start date. No refunds shall be given for a request submitted less than 14 days preceding the season’s start date. It should be also noted that it could take up to ninety (90) days from the date your refund request is received to be processed. All refunds must be requested in writing to the Adult Sports Office and have the following information:

1. Manager's name, address, telephone number and signature.
2. Team name, night, league and facility.
3. Reason for withdrawal.

6. **PLAYER ELIGIBILITY**

1. Players may not play for more than one (1) team in the same league.
2. A separate roster must be filed for each league.
3. All players must be 18 or older.

7. **ROSTER INFORMATION**

A roster of the team can be turned in before at least by the second scheduled date of games. Maximum number of players allowed on rosters per team is twelve (12). Please fax rosters to (832) 395-9445 or by email to: adult.sports@houstontx.gov.

8. **ROSTER CHANGES**

1. If a player desires to transfer from one team to another in the same league, the player must sit out one (1) league game. If a player desires to transfer from one team to another in different leagues, the player becomes eligible immediately. ALL ROSTER CHANGES MUST BE DONE IN PERSON or sent by e-mail to adult.sports@houstontx.gov.
2. Players may be dropped from a team by the team manager making roster changes in the Adult Sports Office. Additions to a team roster must be made before a player is allowed to play. Such changes must be made personally by the manager at the aforementioned Adult Sports Office.
3. No changes may be made on the roster after the second scheduled game of the regular season.
4. Any roster change submitted by e-mail to adult.sports@houstontx.gov will be acknowledged by the Adult Sports Office. If the team manager fails to receive a confirmation of receipt, he/she is responsible to follow-up on the status at (832) 395-7130.
5. Your current league roster will be your post-season roster.

9. **SCHEDULES**

Schedules for the entire season are posted on the HPARD online registration website under the "My Account" section at least one week prior to the season's start date. Go to:

<https://apm.activecommunities.com/houstonparks/Home>

If you do not have Internet access, please contact the Adult Sports Office at 832-395-7130 to request a schedule faxed or mailed to you.

10. **AWARDS**

League awards will be given to the first place team in each division. Team managers who win their league for a regular season must pick up their plaque award at the Adult Sports Office during normal business hours.

11. **2017 TAAF STATE TOURNAMENT INFORMATION**

Please visit the TAAF web site at www.taaf.com to view specific information about TAAF State Volleyball Tournaments.

12. **PARTICIPANT BEHAVIOR**

Coaches are reminded that they are responsible for the behavior of their players and fans before, during and after all games. Conduct of participants deemed detrimental to the program will result in such person or persons being suspended from participation in the volleyball program for a period of time as necessary due to the severity of the infraction. Officials are authorized to control the behavior of participants in the program from the time of arrival at the court until leaving the facility premises.

If you or anyone on your team has a problem with an official, do not approach the official; simply call the Adult Sports Office at (832) 395-7130 the next day, and we will monitor the situation to make changes, if necessary.

FIGHTING WILL NOT BE TOLERATED. All persons involved in fighting will automatically be suspended for a period of time to be determined by the severity of the fight.

If a team is suspended for fighting or exhibits unruly conduct at any time during the league, **NO REFUND WILL BE GIVEN**, regardless of how many games remain. Proper behavior is required of players, coaches and managers at all times while on park/community center property. This applies to before and after games as well as during games.

Any player banished from the game by the officials will also be ineligible to participate in the next game. The player may remain on his team's bench, but may not direct any remarks towards the official or opposition during the remainder of the game. If a player is asked to leave the park/community center, he may be suspended for remaining games in the season, depending on severity of the incident. If a player does not comply, the team may be forced to forfeit the game and possibly be removed from the league without refund. If a player who was banished from a future game is found playing in that game, the team shall automatically forfeit the game. Officials shall report any actions of players banished from their game to the Adult Sports Office by the next business day.

Additionally, any player suspended from a City of Houston game will be reported to the TAAF State Volleyball Commissioner and the TAAF Executive Director.

13. **GYMNASIUM RULES**

1. No smoking in building/community center.
2. No eating or drinking in gymnasium.
3. No profanity allowed.
4. Fighting will not be tolerated.
5. Coaches are responsible to the actions of their team players and fans before, during and after the games while on park/community center property.

14. **INJURIES**

The City of Houston Parks and Recreation Department and its employees and sports officials are not responsible for any injuries incurred before, during or after any game. Teams are urged to obtain their own insurance. You may contact TAAF at (512) 863-9400 or www.taaf.com for information on insurance plans and rates.

15. **ALCOHOL PROHIBITED**

Alcohol in any form is prohibited at all City of Houston Parks and Recreation Department community centers. Any player seen consuming alcohol before or during a game, will be immediately ejected from the game and suspended from future game(s).

- Alcohol is prohibited at the following HPARD parks:
 1. Cleveland Park
 2. T.C. Jester Park
 3. Agnes Moffitt Park
- Alcohol is permitted at the following HPARD parks, but not on the court during games:
 1. Memorial Park
 2. Cullen Park
 3. Herman Brown Park
- Players may not leave the court during a game to drink alcohol.
- Alcohol in glass containers is prohibited at all HPARD parks.

Sports officials have been instructed to follow the below procedures to ensure the Alcohol Policy is in compliance.

1. Sports official meets with team manager immediately if a player is drinking alcohol at a park where alcohol is prohibited or if a player is drinking on the actual court. The sports official will tell the team manager the incident is a warning and he/she must cooperate to ensure players discontinue drinking behavior.
2. If drinking behavior is observed a second time by a player within a specific season, the player will be ejected for the remainder of the game(s) on that date. Sports official completes a written summary statement to Adult Sports Office within 1 business day.
3. If drinking behavior is observed a third time within a specific season, a forfeit will be issued to the team by the sports official. Sports official completes a written summary statement to Adult Sports Office within 1 business day.
4. If drinking behavior is observed a fourth time within a specific season, a forfeit will be issued to the team by the sports official. Sports official completes a written summary statement to Adult Sports Office within 1 business day. Adult Sports staff investigate incident and complete an incident report for documentation. Suspension of registration for next season for team that violates Alcohol Policy.

16. **PROTESTS**

To protest a ballgame, the game officials must be notified on the protest and told that the remainder of the ballgame is being played under protest. The protest must be in writing and turned in to the Adult Sports Office (6200 Wheeler Street, Houston, TX 77023) by 10:00 a.m. the following business day. A fee of twenty dollars will be deposited into the City account. If you win your protest the fee will be refunded to you. Omission of any of the above-mentioned guidelines constitutes no protest. Protests against ineligible players that are not listed on rosters in the Adult Sports Office will be automatically upheld. However, the protesting team must also have a roster on file with all of their players' names in order to file a protest. In the event both teams are declared ineligible, both teams will be credited with a loss. **NO PROTEST WILL BE ACCEPTED ON THE QUESTION OF AN OFFICIALS JUDGEMENT.** The decision of the protest committee will be considered final.

17. **GYMNASIUM LOCATIONS**

Denver Harbor Multi-Purpose Center
6402 Market Street
Houston, TX 77020

Judson Robinson Jr. Community Center
2020 Hermann Drive
Houston, TX 77004

Townwood Community Center
3403 Simsbrook
Houston, TX 77051

18. **PARK LOCATIONS:**

Memorial Park (Sand Volleyball Courts across from Softball Fields #4 & #5)
6501 Memorial Drive
Houston, TX 77007

19. **GYMNASIUM/PARK RESERVATIONS AND RENTALS**

The Adult Sports Office does not accept gymnasium or outdoor sand volleyball court reservations and rentals. Reservations for indoor volleyball courts at a City of Houston Parks and Recreation Department community center should be requested by calling the community center directly. For information on community center phone numbers call (832) 395-7000. Reservations for an outdoor sand volleyball court in a City of Houston park should be directed to the Permit's Office at (832) 394-9406.

20. **PLAYOFFS AND TOURNAMENTS**

A player may play for one team only in men's, women's and co-ed divisions.

21. **E-MAIL NEWSLETTER**

The Adult Sports Office will periodically send an E-mail Newsletter to inform participants about upcoming leagues, tournaments, standings, and league summaries. E-mail addresses that team managers enter on the registration form will be automatically added to the list, unless requested not to do so. The Adult Sports Office believes in *PERMISSION BASED E-MAIL MARKETING ONLY*. If you wish to unsubscribe at any time, please complete the brief unsubscribe form at the bottom of the email.

22. **HPARD WEB SITE: www.houstonparks.org**

To obtain information on program registration dates, facilities, schedules and standings, please visit the HPARD web site: www.houstonparks.org.

23. **SCOREKEEPERS**

The sports official will maintain the official score.

24. **FORFEIT GAMES**

Any team not ready to play at game time will forfeit to the opposing team. Team must be on the court at game time to be considered present and ready to play. The only exception will be the first game of the night; teams will be given a ten (10) minute grace period. Be aware that the game clock will start at the scheduled start time (ex. If a game starts at 6:30 and the team requests the grace period, the game clock will be running through the grace period).

Officials will not decide on player eligibility. If a team captain desires to protest the eligibility of a particular player, he/she must follow the procedures set forth in Section 16 of this rule book.

In order to reduce the number of unjustified forfeits by teams, the following rules will be implemented during the 2017 Seasons:

- If a team forfeits 2 or more scheduled dates of games during a 5-Week Doubleheader Season or 8-Week Single Season, the team will be disqualified from the City of Houston Parks and Recreation Playoffs Tournament.
- If a team forfeits 2 or more scheduled dates of games during a 5-Week Doubleheader Season or 8-Week Single Season, the team will not be eligible to register and participate in the next offered season within a period of 1 year. For example, if a team forfeits 3 scheduled dates of games during the Spring Season, they will not be able to register and participate in the Summer I and II Sand Volleyball Seasons. In addition, the team may be deleted from the current league and the schedule to be revised with remaining teams.
- If a new team is formed (within 90 days of becoming ineligible to register for another season), there cannot be 5 or more players on the roster from a team that was previously disqualified by forfeiting 2 or more scheduled dates of games in a season.

Of course, if a team experiences an uncontrollable circumstance that caused the team to have a forfeit (death in the family, car accident, etc.), the Adult Sports Office will review any written appeals with documentation submitted within 5 business days after the scheduled game(s) to the Adult Sports Office.

Officials do not have to work forfeited games. Teams that show may practice until ten (10) minutes before the start of the next game.

25. **OFFICIAL'S SCORE CARD**

Each Team Manager should sign the official's score card after each match. This will insure that all records are correct and have been accepted by both Team Captains. Failure to sign the score card will be an indication that the Team Captain has accepted the score sheet and has forfeited his/her right to review. League standings will be based on the score cards.

26. **RULES OF PLAY**

ALL GAMES WILL FOLLOW THE U.S.V.B.A. RULES UNLESS STATED HEREWITH:

- A. Best two (2) out of three (3) games will constitute a set. Fifteen (15) minute time limit per game of fifteen (15) points, whichever occurs first? In the event fifteen (15) minutes have elapsed, the team leading (even by one point) wins the game. SUDDEN DEATH: If both teams are tied when the fifteen minutes expires, sudden death goes into effect. Flip a coin for serves, first team to score wins.
- B. CO-ED Division: If the balls are hit more than once, a woman must hit the ball. No more than three (3) men on the court at any one time. You must alternate man/woman on court even if there are less than three (3) men. In other words, two (2) men may not play next to each other.
- C. MEN'S AND WOMEN'S DIVISION: Six (6) men or six (6) women on the court to play the game.
- D. LEAGUE PLAY: Flip a coin for first serve and then alternate serve on last two (2) games.
- E. If a ball hits the ceiling on serve, it is an automatic out. When the ball is served and, on the opponent's return, the player hits their side of the ceiling, ball is in play; however, on the return, if a player hits the ceiling on the opponent's side, it will be point or side out.
- F. A block does not count as a hit.
- G. The height of the net shall be seven and one-half (7 ½) feet in WOMEN'S GAMES.
- H. The coach must stay on the bench at all times during the games. No coaching from the sidelines. Coaching from the bench only.
- I. The officials will call Class A leagues: strict U.S.V.B.A. rules; Class C leagues: will be less strict; Class D leagues will be for fun and recreation. Please consider this when classifying your team for level of competition desired in leagues.

27. **VOLLEYBALL COURT COURTESIES AND PLAYING REGULATIONS**

- A. Team line-ups should be turned in to scorekeeper/official at least ten (10) minutes prior to the schedule without waiting for line-ups between games.
- B. Forfeited games – Should a team not have enough players at scheduled game time, the official will award a victory to the other team for that game. Then, the team will be allowed fifteen (15) minutes in which to produce enough players for the second portion of the match. If none are produced, then the remainder of the match is forfeited. When the first game of the match is forfeited, and enough players show up for the forfeited team to field a team before the fifteen (15) minute time span, the second game will commence immediately.
- C. Teams must furnish their own practice balls. Official game balls are not to be used for team warm-ups or practices.
- D. Participants are not to be shooting volleyballs at basketball goals. This is a rule set forth by the gym director and is to be enforced. Violation could result in game point penalties.
- E. Volleyball is to be rolled under the net when being exchanged by teams (not in play). The official may penalize teams, which throw or hit the ball over the net when making exchange. This is a common courtesy in volleyball and a safety factor that prevents injury to players.
- F. Players and coaches not active on the court during play are to remain seated in team bench area. No one is allowed to stand or walk around sidelines during games.
- G. Coaching should be limited to time outs. Coaches or players on bench are not allowed to vocally coach from sideline while ball is in play.
- H. Unsportsmanlike conduct such as players yelling near the net at Opposing players, which are attempting to hit the ball, will not be tolerated. Officials will enforce this rule and impose penalties as deemed necessary by degree of infraction.

28. **SPECIAL RULES FOR “RECREATIONAL LEAGUES” (COED C):**

- A. Spiking will be allowed.

29. **SPECIAL RULES FOR “FOR FUN” LEAGUES (COED D):**

- A. There will be no “aggressive spiking” allowed, which could cause an injury to another player. The official will make the call on “aggressive spiking, “with the best interest of safety to players.

30. **COED SAND VOLLEYBALL RULES (In addition to Indoor Volleyball Rules):**

- A. **STARTING THE GAME:** There must be 3 men and 3 women on the court at all times. However, if a team has either 5 or 4 players, with a minimum of 2 women, it will be considered a legal game. If a team is short (5 or 4 players), they must still comply with the ball contact rule under Letter D below.
- B. **EQUIPMENT:** Teams must provide their own balls and personal equipment. Lines may need to be drawn in the sand. HPARD will provide the nets.
- C. **SUBSTITUTIONS:** Each team will be allowed a maximum of four substitutions on the roster. Substitutions will be limited to four per game. Free substitution is at the server’s position. Free substitution, male for male and female for female, will take place at the time of gained service, replacing the next server.
- D. **BALL CONTACT:** The serving order will be an alteration of male and female. When the ball is played more than once by a team, at least one of the contacts must be made by a female player. Contact with the ball while in the act of blocking shall NOT constitute playing the ball. Back line players will not be allowed to participate in front line blocking.
- E. **PARK RULES & REGULATIONS:** All parks rules and regulations must be adhered to.

30. **GENERAL:**

The Adult Sports Office reserves the right to add, delete or amend the rules and regulations or policies for the betterment of the program. Additionally, the Adult Sports Office can approve/disapprove any team name, logo, language or uniform deemed inappropriate, vulgar, obscene or suggestive in order to maintain a wholesome environment conducive to providing quality leisure opportunities.

31. **RAINOUT INFORMATION:**

- Team managers may call the rainout line at (832) 395-7004 after 4:00 p.m. daily to check on field status.
- In an instance where rain may come after 4:00 p.m. the decision to play will be left to the discretion of the umpires at the first game. If the first game of the night is cancelled, the remainder of the games for that night will be cancelled. It would be wise to have representative at the field for the first game to notify team members of any cancellations.
- As many cancellations as possible will be made up in the weeks following the league schedule.
- The Adult Sports Office reserves the right to cancel remaining make-up games if it is determined that team interest is lacking and a champion will be determined on a percentage basis.
- Refunds for games not played during a season will be issued to team managers at the conclusion of each season. Please check your “My Account” section two weeks after the conclusion of a specific season and the refund will be applied to your online account. If you originally paid by cash/check for your team registration, you will need to complete a Refund Request Form 2 weeks after the conclusion of a season. A refund check from the City of Houston will be sent to you within 4 – 6 weeks. If your team has a forfeit(s) no refunds will be given during that season.
- The Adult Sports Office no longer issues credits that can be applied towards a future season.

32. **TEAM WEBSITE**

It is recommended for team managers to have a team website to better manage and communicate with teammates. You can manage your season efficiently by creating calendars, schedules, reminders, rosters, and photos.

Both of the organizations below provide a free service:

<http://www.eteamz.com>

<http://www.teamer.net>

33. **CONTACT INFORMATION**

- | | |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| 1. General Information: | (832) 395-7130 |
| 2. Fax Number: | (832) 395-9445 |
| 3. E-mail Address: | adult.sports@houstontx.gov |
| 4. HPARD Website: | www.houstonpaks.org |
| 5. Online Registration Site: | https://apm.activecommunities.com/houstonparks/Home |
| 6. Rain out hotline: | (832) 395-7004 |