



Seth Dodson, Manager, ext. 53225
Karen Draves, Supervisor, ext. 53254
TBD, Statistician, ext. 53218

TEAM SPORTS

1515 S. 7th Street, Ann Arbor, MI, 48103 (734) 994-2300

MEMORANDUM

TO: All 2023 Sand Volleyball Captains
FROM: Karen Draves, Volleyball Supervisor (draves@a2schools.org)
DATE: April 17, 2023
RE: Captain's Guidelines, Responsibilities, and Forms

The Community Education & Recreation Adult Team Sport Staff is happy to welcome both new and returning captains and their teams to the Summer Sand Volleyball season. We appreciate your willingness to serve as your team's captain. Your position is essential to the successful operation of the volleyball program.

Listed below are the guidelines and responsibilities of a team captain. Fulfilling these responsibilities will go a long way to making your team's participation enjoyable this season.

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1. Familiarize yourself and your team members with the current USA Beach Volleyball Rules (available online) as well as Rec & Ed League Rules and know their differences.
 2. Notify your team members of the dates, times and locations of all your league games and make sure they arrive on time. Your league schedule will be e-mailed by mid-May. Games are scheduled to begin on May 30, 2023. **Schedules will be also posted on the Rec & Ed website.**
 3. Fill out your team roster and player waivers. Submit one payment with your roster and submit everything together to the Rec & Ed office by Thursday, May 18, 2023. Anything submitted after this date will be charged an additional \$2.00 per player late fee. Paperwork and fees are not accepted at the courts. Please note the \$3 Non-Resident fee for participants living outside the boundaries of the Ann Arbor Public School District.
 4. Contact the league director immediately if your address or phone number changes. It is vital for the staff to be able to contact you both by email and phone.
 5. Contact the league director if your team name changes. We will notify the statistician of your new name before the league standings are posted on our website.

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6. **Record your score after each set.** At the end of the match, verify that the scores are recorded correctly. Indicate this agreement by initialing the score sheet before leaving the court.
7. If your team is in need of a substitute, please contact a player in **the ‘Sub Pool’**. The sub pool roster is available from the League Director. The Sub pool is a list of individual players seeking to sub on or join a team. You are encouraged to make use of these resources instead of playing short-handed.
8. In the event of inclement weather, game cancellations are posted on the website: <http://www.aareced.com/reced>. **Our weather update line is 734-994-2300 x 53115.** The Area Site Supervisor’s cell phone number is 734-368-7418. This phone is turned on weeknights between 5:45 and 8:00 PM. As a general rule, sand volleyball IS often played during wet conditions.

Please reach out if you have a question or problem—that’s what we’re here for. I can be reached via e-mail at **draves@a2schools.org**.

ON THE WEBSITE ARE THE FOLLOWING DOCUMENTS YOU WILL NEED FOR THE SEASON:

1. “All In One Volleyball Team Roster and player waivers – One copy must be submitted to the Rec & Ed Office along with all player contracts and fees no later than **May 18, 2023**.
2. Incident and Injury Report Forms – If someone on your team is injured during league play or experiences non-medical incidents (loss of property, vandalism), completely fill out the report and submit it to the Rec Office within two days. Additional forms are available from the site supervisor, the Rec office, or on the volleyball website.
3. Adult Sand Volleyball League Rules – Please familiarize yourself with these.
4. Blood-Born Pathogen Information Sheet – For your information-this is posted online.