

## 2023-2024 Registration Steps

There are many steps to complete. Please try to have them done within one week of accepting your offer. There are a few items highlighted in green that are priority items. Please do those asap. They aren't too time consuming. Items in yellow are to things to note to keep you in the loop or prevent registration issues, please pay attention to these. I promise this is the worst part of the season for you and me both. But soon we will be on to the fun stuff!

## Summary of Steps

Please see below for all the instructions and details, but here is what you'll need to do in a nutshell:

1. Forms – There are several mandatory forms to be able to play. Complete these first so you can complete your registration on TeamSnap.
2. TeamSnap Registration this is how we will roster, communicate, provide schedules and invoices. You must have all of the forms completed before you register.
3. Update your membership on Sports Engine to be assigned to Impact.

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### 1. FORMS

Here are the forms that need to be completed prior to doing the TeamSnap registration:

**IMPORTANT:** For the following documents, I recommend you make a folder in your inbox or your computer/device to save the pdf that will be attached to you submission confirmation. You will need these when completing the TeamSnap registration.

#### Documents to be completed before TeamSnap Registration

There are several documents that will need to be completed and attached to your registration(s) to make the season go smoothly. In an effort to eliminate a paperwork shuffle and with fewer and fewer people having printers and scanners, we are implementing digital forms as much as possible this season. That's right! No more forms smashed in the bottom of the volleyball bags, Woohoo!!

Please note, when you complete each of these forms, you will receive an email with a pdf of your submission. Please label and save these to your computer or device as you will need the pdfs a to complete your TeamSnap registration. I recommend using a device with a touch screen to complete the forms to make it easier to sign.

#### USAV Medical

Complete and Upload USAV Medical Form – Must be signed by parent and player. <https://form.iotform.com/232405491005143> If anything changes medically, please let Marlene and your coach know so we can get an updated form.

#### Sudden Cardiac Arrest - Lindsay's Law

I tell this story every year, because it is so important for players to know how to react if there is a cardiac emergency in the gym or at a tournament. We had an Impact player who was at her JV High School practice and went into sudden cardiac arrest during conditioning. Some people thought she had just passed out, but another Impact player recognized what was happening and rushed to get the trainer and then call 911. The trainer was able to use an AED to revive the player and paramedics were quickly there to take over. This player just started her 2<sup>nd</sup> year of college! A lot of people were in the right place at the right time to save her life, but it came down to one of our girls being aware that there was something more going on after seeing the player's story in the Lindsay's Law Video. We have an AED in the gym and coaches will show the players where it is during one of their first practices and the alarm sound that happens when the door is opened. All coaches have training in the use of AEDs. There are also signs posted with the address for the facility for the person calling 911. I pray we will never need to use it. Please make sure to go through this with your players. The video and paperwork are the same for all of you so you can watch it together, just make sure to complete the right form.

Please do the following, then use the correct link below (parent or player) to sign off on completing these items. If these links do not open, try a different device or go to the bottom of the 2024 Teams Page on our website and try from there.

[Lindsay's Law Video](#)

[Lindsay's Law Handout](#)

Lindsay's Law Player - You do not need to upload a pdf to the Team Snap registration. <https://form.jotform.com/232405316879158>

Lindsay's Law Parent – Must be completed by at least one parent per family. You do not need to upload a pdf to the TeamSnap registration. <https://form.jotform.com/232406003244138>

### **Impact JO Volleyball Handbook**

Please review the handbook using this link [Impact Handbook](#). Please use the following links below to complete the Player Code of Conduct and the Parent Code of Conduct forms. It is important that your daughter reads and signs her form so she is aware of our expectations and ramifications. We had a few incidents last year where it was clear that the players signed this without reading it.

Parent Code of Conduct – You will need to upload the .pdf that is mailed to you to the TeamSnap Registration. <https://form.jotform.com/232406051309143>

Player Code of Conduct – Each player needs to completed this and they will need to be uploaded to the TeamSnap registration <https://form.jotform.com/232405572748157>

### **JVA Waiver**

This waiver is required for each player for tournaments sponsored by JVA. Please read the waiver and complete the form. You will need to upload this to your registration. <https://form.jotform.com/232406049314146>

When you are done, you will have completed 6 forms total.

- A USAV Medical for each player – Ready to Upload
- A Player Code of Conduct for each player – Ready to upload
- A Parent Code of Conduct, one per family – Ready to upload
- A JVA Waiver for each player – Ready to upload
- Lindsay's Law Player for each player – You do not need to upload
- Lindsay's Law Parent, one per family – You do not need to upload

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**2. TEAM SNAP REGISTRATION (If they do not open, please copy and paste into your browser or try a different device)**

A couple things to note:

1. Please make sure you have completed the items listed above before you register. You will need these documents to complete your TeamSnap Registration.
2. If you have a previous TeamSnap account, you will log in using that again. The log in will be unique for each person whether you are a parent, player or grandparent, etc. Create your log in for yourself!
3. All parent affiliations are in the player's profile. If parents are divorced, you will all be in the same profile so please communicate with each other as to who will be setting up the account so we do not have duplicate registrations/payments. You can add additional people later like grandparents, step parents, etc so they have access to the schedules too! This can be done once teams are set. I will send instructions.
4. The amount due IS NOT correct. I will not be able to correct this until after fall tryouts are complete and final team numbers are determined. Please do not pay your balance in full. You will need to make a payment when your register.
5. Please make sure to read the payment plan policy. It has changed. If you choose to use the payment plan option, you will have to supply a credit card or bank account for automatic payments. TeamSnap charges a processing fee for this that you are responsible for paying.
6. If you need a different payment plan, please email me to work something else out.
7. Club fees are your responsibility regardless of whether a player is unable to play for any reason. They are non-refundable. During the registration there is an option for insurance that will cover your registration costs. This is part of what TeamSnap offers and I don't know much about it, but may be worth looking into in case you have an injury. It didn't look like it was too expensive. Hopefully no one will need to use it!

### **How to Register**

1. Choose the registration option for the team level to which you are currently assigned. If placement changes after fall tryouts we will update everything on our end. If you are not sure about which level to choose, go to our website and look for your daughter's name. The team level is in the name of the team, i.e. 12 Regional Black, 13 Elite Camo, etc.
2. Please, Please pay attention to the headings on each section you are completing, i.e. player, parent 1 or parent 2 and enter information accordingly
3. Ensure you use your daughter's information under the Participant or Player information. **IF THEY DO NOT HAVE THEIR OWN EMAIL, leave blank.** Do not use yours or your communications will be a disaster!

REGIONAL TEAM - <https://go.teamsnap.com/forms/399855>

AMERICAN TEAM - <https://go.teamsnap.com/forms/399850>

ELITE AMERICAN TEAM - <https://go.teamsnap.com/forms/399857>

NATIONAL - <https://go.teamsnap.com/forms/399860>

**It will take up to 24 hours for you to show on your team after you register.** If you don't see your team assignment after 24 hours, then something is missing and you need to contact me to assist.

Once you've completed your registration, please download the TeamSnap app on your phone too! (FYI, I had to reinstall the app on my phone, so if you already have the app, be aware you might need to do this too. You won't see much yet, but at least you'll be ready to roll as soon as your team is set!

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#### 4. Please update your USAV/OVR Membership so you show as part of Impact:

##### **Club Assignments from Sports Engine**

Sports Engine is the system that USAV/OVR uses for their memberships. Everyone must have a valid membership. When you log in to your Sports Engine account, please make sure you use the same email you used for getting your previous memberships (last season or tryout membership). If you are prompted to create an account, you used a different email address. This is particularly important if you only had a tryout membership so you don't have to pay the tryout amount twice. When you pay, you will see two amounts, one that goes to USAV and one that goes to OVR. The membership fees are divided between the two governing bodies. This is normal, a little confusing, but normal.

If your player will turn 18 before August 31, 2024, choose "23-24 OVR Junior Player – SafeSport Required" They will have to complete SafeSport training before the season begins.

If your player will be under 18 until August 31, 2024, choose "23-24 OVR Junior Player"

Here is the link you will click to update your membership and be assigned to Impact for the 2023-2024 season: <https://memberships.sportsengine.com/org/ohio-valley-region-ovr/affiliation/impact-sports-academy>

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#### **MARK YOUR CALENDARS**

**Practices will start the week of 11/27/2023.** Dates and times can be found at the bottom of your team's column on our website, <https://impactsportsacademyohio.weebly.com/tryout-results.html>

If you have any questions, please let me know.

Marlene - [Impactsportsacademy.oh@gmail.com](mailto:Impactsportsacademy.oh@gmail.com)