

Sussex Volleyball Association



Members' Handbook 2025/2026 Season

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Chair's Address

Welcome to the Sussex Volleyball League.

Our community is built on the dedication of committed volunteers who run the league to encourage social yet competitive play. Together, we enjoy matches, welcome new players, and nurture junior interest in the sport. Many of our clubs have been running for over 30 years, and I have personally been involved in Sussex volleyball for the past 15 years.

With 6 clubs, 28 teams, and nearly 300 players taking part, we are proud of the fantastic experience and camaraderie our league provides.

This handbook sets out the regulations that govern competitions organised by the Sussex Volleyball Association (SVA). I hope it helps guide you through the season and supports the continued growth of volleyball in our region.

Any questions or queries can be sent to myself through sussexvaemail@gmail.com

Wishing you all a successful and enjoyable season.

Robyn Wisdom

Sussex Chair

SVA Committee

All committee members can be contacted through sussexvaemail@gmail.com.

Role	Name	Club
Chair	Robyn Wisdom	Worthing
Secretary	Leo Song	Brighton
Treasurer	Angela Gao	Brighton
Fixtures Co-ordinator	Sophie Downham	Worthing
Safeguarding Lead	Paula Dickens	Dolphins
Men's Division 1 Secretary	John Burlet	Brighton
Men's Division 2 Secretary	Vanya Popova	East Grinstead
Ladies Division 1 Secretary	Wendy Lambert	Eastbourne
Ladies Division 2 Secretary	Jess Lock	Dolphins
Juniors Secretary	Mark Byerley	Worthing
Tournaments Secretaries	Vicky Sarsfield	Dolphins
Webmaster	Phil Birch	Brighton
Beach Lead	Cristina Flockton	Worthing

League Entries

6 clubs

Worthing Volleyball Club
Brighton Volleyball Club
Dolphins Volleyball Club

Eastbourne Volleyball Club
East Grinstead Volleyball Club
Horsham Redstars Volleyball Club

28 teams – 4 Leagues

Men's 1 Division

1. Brighton Jaguars
2. Brighton Wolves
3. Dolphin's Mens 1
4. Worthing Sharks
5. Worthing Vipers
6. Worthing Jets

Men's 2 Division

1. Brighton Scorpions
2. Brighton Crows
3. Dolphin's Mens 2
4. Dolphin's Mens 3
5. Worthing Cubs
6. East Grinstead Aces
7. Eastbourne
8. Worthing Wasps

Women's 1 Division

1. Brighton Starlings
2. Brighton Dragons
3. Dolphin's Ladies 1
4. East Grinstead Queens
5. Eastbourne Valkyries
6. Worthing Angels
7. Dolphin's Ladies 2
8. Horsham Redstars

Women's 2 Division

1. Dolphin's Ladies Juniors
2. Worthing Demons
3. Worthing Devils
4. Worthing Academy
5. Brighton Ravens
6. Brighton Sparrows

SVA Constitution

1. The Association shall be known as the "Sussex Volleyball Association".
2. The aim of the Association is the furtherance of volleyball in the Sussex area.
3. The Association will be administered by the SVA Committee (SVAC) made up as follows:
 1. President
 2. Secretary
 3. Treasurer
 4. Division Managers x 4
 5. Fixtures Secretary
 6. Junior Development Officer
 7. Competitions Secretary (Cup Day)
 8. SEVA Representative
 9. Webmaster/Handbook
 10. Beach lead

and any other officer elected at a general meeting. All elected officers shall have a vote at SVAC meetings.

4. Meetings of the SVAC will be held as required. It is compulsory for each club playing in Sussex League to have one representative on the SVA committee. The quorum for each meeting will be four. Others may be invited to these meetings but may not vote.

5. The Association will meet once per year at the Annual General Meeting. Dates and venues of these meetings will be announced by the SVAC giving at least four weeks notice.

6. Any club failing to send a representative to a General Meeting (AGM or EGM) will forfeit all of their goodwill deposit.

7. Each team must send at least one representative to every General Meeting of the Association. A person attending a General Meeting may not represent more than one team.

7.1 At General Meetings, each attending team as listed in the Association Handbook will have one representative per team, therefore one vote per team that are playing in the league.

7.2 The President shall not vote except in the case of a casting vote being necessary.

7.3 The quorum for a General Meeting shall be at least 50% of the teams that we hold within the league.

8. Extraordinary General Meetings may be called by means of a written request to the Secretary signed by ten voting member teams of the Association including two from the SVAC.

9. All clubs wishing to compete in the Association competitions must be affiliated to the English Volleyball Association at the beginning of the season and before they commence their fixtures. No matches may be played unless the league has proof that the club is affiliated.

10. Cheques drawn on the SVA account may not be signed by signatories from the same club.

11.1 All cheques paid by the Association shall be signed by two of the following people:-

Treasurer, Chair & Secretary

11.2 The amount of each single transaction authorised by the SVAC is limited to a maximum of £250. Any amount above this is to be authorised by quorum of the SVAC and detailed in committee minutes or agreed by the committee in electronic communication.

12. The following competitions will be organised annually:-

- a. A local league comprising as many divisions as necessary, appropriate to the ability, number and geographical location of the member teams.
- b. A knock-out cup competition arranged as a tournament day (or days)
- c. Tournaments, depending on demand and facilities available.

13. There shall be an Association Handbook giving a directory of all SVA affiliated club teams, team members and fixtures.

14. Any disputes between teams or clubs in the Association shall be settled by the SVAC, whose decision shall be final unless overruled by a General Meeting.

15. Any discipline matters arising within the Association shall be dealt with by the SVAC. Penalties imposed shall be within the absolute discretion of the committee. There is the right to appeal against any decision on disciplinary sanctions imposed by, or on the authority of the Executive Committee. The written appeal must reach the Secretary within seven days of the sanction. This should be accompanied by a deposit of £40 which will be returned if the appeal is successful.

15.1 The Executive Committee consists of the

Chair
Secretary
Treasurer

16. In the event of the dissolution of the SVA, any remaining funds or assets, after outstanding liabilities have been paid, will be dispersed equally between SVA affiliated clubs.

17. Communications between the SVA and clubs shall be predominantly by e-mail to club/team secretaries and SVAC members. The SVA website will be regularly updated with results, tables, news items and downloadable documents.

18. All expenditure from the SVA bank account must be consistent with the events, activities, and proposals approved at the Annual General Meeting (AGM). In line with the principle of achieving value for money, the lead responsible for a given event or expenditure must obtain and submit a quotation to the online Committee group for review. If no objections are raised within a reasonable period, the lead may proceed with the purchase. The SVA Treasurer will subsequently release the funds or make the payment on behalf of the Association.

In circumstances of emergency or unforeseen expenditure, prior approval from no less than two-thirds (2/3) of the Committee is required before any payment is made.

All expenditure should ultimately contribute to the reinvestment and sustainable growth of Sussex Volleyball. For example, through the purchase and maintenance of equipment, the organisation of tournaments, and the development of junior programmes and initiatives.

18. The accounting year for the SVA will run from April – March.

SVA competition rules

Volleyball England's rules will apply to the conduct of SVA matches where not varied by local rules.

Club/Team administration

1. The Sussex Volleyball Association has a zero tolerance policy against poor behaviour on court and specifically any bad behaviour directed at the match officials or across the net to the opposing team. This applies to players, substitutes, coaches and anyone associated with your club. Penalty points will be applied for any "Penalty, Expulsion or Disqualifications" given by the referee in accordance with Rule 37 of the SVA handbook.
2. When a new club joins the league – they will pay a goodwill deposit of £100.
3. All league entry forms and fees must be paid by the closing date agreed at the AGM.
2.1 All teams – £100 per team.

Paid to:

Lloyds Bank
Sussex Volleyball Association
Sort Code: **30-99-50**
Account No.: **54266068**

4. Each team must register with the SVA the names of all players in that team by completing the player registration form emailed out at the beginning of the season. Player registrations must be completed before the start of the team's first game. Further registrations may be made on the day of a match as long as a message is sent to the division secretary via the league WhatsApp. Once this message has been sent, the name must be added to the form before the match is played.
5. After the end of January, there will be no transfers between teams or clubs unless an exemption is made by SVAC.

Fixture arrangements

6. The Fixture Secretary will schedule all matches a month before the beginning of the season and will send this via email to the clubs entered in the league. Throughout the year, this can be found on the SVA website or [FINAL 2025-26 Fixtures SVA](#)
7. All fixtures must be played as per official schedule, unless there are exceptional circumstances as laid out in this manual; some clubs do not have any dates to re-arrange a fixture to.
8. Some fixtures will seem irregular to some teams. This is in order to accommodate venues, multiple teams, National League fixtures and non-availability requirements of some clubs.
9. Fixtures may only be re-arranged at short notice during the season in the following circumstances, or with the agreement of the league manager:
 - a. The venue is unavailable due to unforeseen circumstances. The home team must inform the designated club contact of the visiting team at least 3 days before the fixture date.

b. Difficult weather conditions on the day of the match

...and in both cases the League Secretary and Fixtures Secretary **MUST** be informed.

10. Fixtures may be re-arranged for other reasons with the agreement of both teams. All re-arrangements are subject to the following rules:

A date for the postponed match must be agreed within 28 days of the date the game was postponed. The team postponing the game is primarily responsible for rearranging the game and will be liable for the penalty points under rule 32 if adequate arrangements are not made. If a suitable date cannot be found the team who did not initiate the postponement can claim the game. All games must be played by the end of the season, prior to the Sussex Cup 2024.

11. All disputes shall first be considered by the League Secretaries and when necessary referred to the SVAC.
12. All League matches will consist of the best of 5 sets. In the case of league matches 3 points are awarded for a win, 1 point for losing a match, and no points for forfeiting a match. League positions are decided on points won. In the event of teams being equal on points the final league positions will be decided on sets difference, then sets for, then sets against and if this doesn't give a clear placing with respect to promotion/demotion to have a playoff at a neutral venue.
13. Failure of teams to attend matches (except as under Rules 9 and 10) will be dealt with as shown in the penalty point table rule 37.

In the case of this, the team must inform the League Secretary.

Any expenses **MUST** be claimed through the SVAC and not directly from the offending team. The final decision on the level of any expenses to be claimed will rest with the SVAC.

League match arrangements

14. It is the Home team's responsibility to message the away team to confirm via the whatsapp chat about the fixture a minimum of **two** weeks prior to the match.
15. The time published on the fixture list is the warm-up start time, except where varied by the home team via the confirmation of the match, and the first ball is due to be served 30 minutes later.
16. The first ball will not be served until both teams and officials are on court. Any team causing a delayed start will be penalised as follows:

DELAY	PENALTY
Team not available for match start time	Loss of first set
Over 15 minutes	Loss of second set
Over 30 minutes	Loss of third set

17. It is the responsibility of the home team to start on time and provide enough court time to play the game. If the game then overruns the home team forfeits the match.
18. The minimum number of players for the Men's lowest Division and the Women's lowest Division is five, in which case three shall be front court players. Serving penalties shall apply for teams playing with five.

19. In a situation where a team is playing with 6 players and libero, and a member of the team gets injured, then the libero is able to substitute as a normal player immediately. If a team playing with six suffers an injury and can only continue the match with 5 players – serving penalty will be applied.
20. Clubs may field mixed teams in the Men's Divisions, but the net must remain at Men's height.
21. The minimum roof height shall be 7 metres all matches. Teams can elect to play at home (by informing the Fixtures Secretary before the beginning of the season) if their opponent's hall does not meet this requirement.
22. All teams are asked to turn out in matching shirts with numbers attached. If not able to, we ask they have a shirt with a number on.
23. The home team must arrange for the following officials at matches:-
 - VE Qualified Referee or competent referee
 - Competent 2nd Official
 - Preferably 2 lines persons but none will be acceptable
 - Scorer

The home team must provide a competent 1st referee for **ALL** matches (Men's and Women's). If there is any doubt over the referee's qualifications or competency, the game must be played on the night with any comments being put on the score sheet. A final decision on the match result will then be made by the SVAC.

24. The home team in any fixture must make available at least four good quality balls for the use of the visiting team if they require them.
25. The home team secretary must text via the whatsapp group the appropriate League Secretary within 24 hours two photos of the score sheet.
 - 1, Whole score sheet
 - 2, Close up of the remarks, summary and players
 - a. *Score sheets must be completed legibly with team names, set scores and the names of all players and officials. All matches must be recorded on VE score sheets.*
 - b. *Only the 1st referee may complete the remarks box on the score sheet provided the correct FIVB protocol has been observed.*
 - c. *Home teams must have available team sheets for both home and away teams for the scorer. These can be viewed on electronic devices or printed from the registration form.*
 - d. *Coaches/captains must advise the Scorer of players playing up or down and must be stated on the score sheet.*
26. Teams consistently guilty of inadequate match organisation will be subject to penalties as laid out in Rule 37 and to review by the SVAC.
27. Promotion and relegation will in general operate on a "one up, one down" basis but may be subject to variation by the SVAC in order to administer variable entries at the start of the season.

Eligibility of players

28. No player may play for more than one club in the league. This rule also applies to Challenge Cup matches. Exceptions will only be made with the agreement of SVAC. Women may play in the men's division for another club if they do not play for the men's team within their

women's team club. These women should be highlighted to the SVAC before the start of the season.

29. If a player decides to move from the club they have played for after playing in the SVA league for two seasons, the club registering them should obtain confirmation that they are in good standing i.e. they do not owe the previous club anything and are able to register for the new club.
30. Movement of Players within a club. Where a club has more than one team within the leagues, they must register players for a single team within that club. However, one player per match may play up any number of times for a team within that club for which they are not registered as a player. However, a player may only play down if the team would otherwise only have 5 players.
31. When a club expands to have an additional men's or women's team for the first season they can play two players up at any point. They can also play two players down to make up a team of 6 players.

In the case of players under 18 as of 1st September, they are eligible to play for any team within the club therefore overriding any rule restricting only 1 player to be played up/down in a match. This rule does not apply to Cup matches.

In the case of junior boys playing for women's teams, they must be U16 as of the 1st September.

If any club suspects an infringement of this rule the League Secretary shall check the score sheets to assess the validity of the allegation.

32. Players transferring between clubs during the season will have to wait one game from the date the relevant league secretary is notified in writing of the transfer request.
33. Players transferring between teams within the same club, will be eligible to play for the new team from the date the relevant league secretary is notified in writing. If the same player wishes to transfer a second time they will have to miss one game from when the league secretary is notified in writing.

Sussex Player of the Season award

34. There will be one award for each division. After each match the team captains shall nominate a player of the match from the opposing team and the referee will confirm that he agrees with the selection. If necessary, the referee may change the vote if he considers that either captain's vote is unsportsmanlike. The player with the most recommendations at the end of the season will be the winner.

The player of the match nomination shall be made at the end of the match, before the players leave the hall.

Players playing up or down should be noted on the score sheet and are ineligible to receive the player of the match award.

VE requirements

35. U18 players in a team must be clearly identified on the player registration forms. The SVA remind all clubs with U18 players to ensure that they are aware of and follow the guidelines contained in the VE Child Protection Policy. All clubs affiliated with the SVA should have received a copy of this policy from the VE. If this is not the case please contact the VE. National Office on 01509 227722. Further any club with U18 players should also ensure that at least one member of their club possesses the appropriate CRB check and that person is in attendance where U18 players are either playing or training if a parent is not in attendance.

36. All clubs must be affiliated to the VE. (See Constitution Para. 10) This has personal indemnity implications and is an imperative. Affiliation applications and payment of fees must be made directly between the club and the VE. in August each year. No matches may be played by a club unless the SVAC has received confirmation that the club is affiliated. If during a season it is discovered that a club has not affiliated to the VE. all teams within the club will have all points won to that date deducted.
37. Each club should have a qualified coach who is registered with the VE and whose registration is up to date with the VE.

SVA administration

38. It is compulsory for each club to be represented at every SVAC meeting (see Constitution Para. 4). Failure to attend SVAC meetings is a breach of SVA rules and will result in penalties as listed in the table under Rule 30.
39. The SVAC reserves the right to vary the number of divisions depending upon the number of entries that are received for the league.
40. Registered VE coaches have free membership to the SVA if they submit the details of their registration number with the player registration form.
41. Teams will receive penalty points for poor or inadequate organisation. For every 10 points accumulated by a team they will be deducted 1 league point. Any team accumulating 100 points will be immediately suspended for the remainder of the season from all SVA competitions.

Rule	Action	Points
1	Any team whose player receives a red card*	10
3	Non-registered player (per player, per match). The match is also awarded to the other team	5
8	Failure to follow correct protocol for rescheduling a match	10
10	Failure to attend a match with less than 24 hrs notice	20
20	No 1 st Referee	Forfeit game
20	No 2 nd Referee	Forfeit game
20	No Scorer	Forfeit game
22	Failure to email/text score sheet within 24 hours	3
22a	Incomplete Score Sheet	2
34	1 st failure to send a representative to a SVAC meeting	5

* Any cards given by a referee must come with a report from the referee and both team captains and will be brought to the committee for discussion. This will be in accordance with the VE sanctions stated as follows:

Warning – No Sanction Yellow Card

Penalty – Sanction Red Card

Expulsion – Sanction Red and Yellow Card jointly

Disqualification – Sanction Red and Yellow card separately

42. Should there be any circumstances not covered by the preceding rules, the final decision will rest with the SVAC.



SVA Club Entry Form 2025



Club Name - [INSERT INFO HERE]

Club Contact Mobile Number - [INSERT INFO HERE]

Club Contact Email - [INSERT INFO HERE]

*The club contact number will be added to a WhatsApp group chat to access updates from the SVA throughout the season.

Team Entries -

Please add the team names to the table below and let us know the contact details of your team secretaries for each time with a phone number which we can add to that division WhatsApp group chat.

Team Name	Division of Entry	Team Secretary Name	Team Secretary Contact Number

Payment Details -

There will be a flat fee per team payable to the SVA. The flat fee will be £100 and will be required per team, to be paid by_____.

Sussex Volleyball Association (Lloyds Bank)

Sort Code: 30-99-50

Account Number: 54266068

*This form must be completed and submitted to sussexvaemail@gmail.com by _____ . Along with the payments for each team.

We will require you to fill in a team from closer to the start of the league to ensure we have the details of the players.



SVA Team Registration Form 2025



Club Name - [INSERT INFO HERE]

Team Secretary Name - [INSERT INFO HERE]

Team Secretary Mobile Number - [INSERT INFO HERE]

Similar to last year, the team secretary's number will be added to a whatsapp group with the other teams of their division. This whatsapp group will be used to confirm matches, send results and plaster with positive volleyball images. Please send this form back ASAP to sussexvaemail@gmail.com If you need to add anyone to the team after sending it in, you must message the league division secretary, their number will be in the Whatsapp group.

Team Player Entries -

	Player First Name	Player Second Name	Juniors - U18?	Are they a qualified referee?	Are they a qualified coach?
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					