

Volleyball timeout planning card

A fictional worked case and a blank coaching template; follow your own competition's rules.

Use before the match

Confirm the timeout limit, length, authorized requester and signal with your competition. Identify who records timeouts used. Agree who leads the huddle, where players gather and how the message reaches everyone. This sheet is a coaching aid, not an official scoresheet.

Worked example — fictional

Situation: our beginner team trails 11–15. On two recent serves, the ball fell between two receivers without an early call.

Purpose: clarify the seam responsibility already agreed in practice. We are not installing a new receiving system.

Observation to say: two balls landed between us with no early call. Avoid guessing that players are lazy or afraid.

Next action: the receiver responsible for that seam makes the early call; the neighbour clears space. Ask who owns the seam in this rotation.

Check-back: one player states the existing responsibility. Return before the official's signal to resume.

Review: record whether the next relevant ball had an early call. A won or lost point alone cannot establish whether the timeout helped.

Volleyball timeout planning card

Your blank card

Date / opponent / competition: _____

Timeout rule checked / authorized requester: _____

Set / score / timeouts already used: _____

One observation I actually saw: _____

Purpose of this break: _____

One familiar next action / who does it: _____

Player check-back / what they understood: _____

Return-to-court cue / person keeping time: _____

Next relevant action observed / context: _____

Keep, simplify or practise next: _____

Keep the review fair

Discuss actions, not a player's character. Record uncertainty when you could not see the play. Do not use a timeout script to delay safety assessment or pressure an injured athlete to continue. Store notes without unnecessary personal or medical information.