



Bay Arena Minor Hockey Association Volunteer / Coach Requirements

On Ice Volunteers

As a volunteer run organization, the Bay Arena Minor Hockey Association depends on the assistance of on ice volunteers and coaches to ensure a successful minor hockey program. This is especially important at the U7/U9 levels.

On ice volunteers do not require any hockey related experience to help coaches with practice. They can help set up and run drills, ensuring players have fun.

All on ice volunteers shall complete the following before participating in on ice:

- obtain a valid Criminal Record Check / Vulnerable Sector Check
- complete the Respect in Sport for Activity Leaders online course (note this is a separate course from the Respect in Sport for Parents)
- complete the HNL Screening Application
- register as a volunteer on the RAMP registration site

The above requirements allow volunteers to participate and help with practice sessions. Anyone wanting to coach or help out on the bench during games will need to complete the additional requirements noted in the Coaching sections.

Coaches / Trainers / Managers

All head coaches, assistant coaches, trainers, and managers shall complete the requirements as noted in the attached *Volunteer / Coach Requirements* table.

All coaches, trainers, and managers shall:

- obtain a valid Criminal Record Check / Vulnerable Sector Check
- complete the Respect in Sport for Activity Leaders online course (note this is a separate course from the Respect in Sport for Parents)
- complete the HNL Screening Application
- register as a coach on the RAMP registration site
- complete other courses as noted in the attached *Volunteer / Coach Requirements* table

Participation in team activities (on ice/bench) is dependent on successful completion of the requirements above.

All course fees shall be paid by the volunteer/coach. Upon successful completion, the registration/certificate can be emailed to the Treasurer for RAMP account credit.

Course Information

Criminal Record Check / Vulnerable Sector Check

1. Go to <https://apps.gov.nl.ca/pc-forms/court/home/SelectRecordCheck>, select “Court Record Check No Fee” and complete the application.
2. A volunteer letter (required to waive the application fee) is available from BAMHA. It can be requested by emailing info@bayarenarovers.ca.
3. You will receive the Letter of Conduct / Provincial Court Record Check in the mail (~1-2 weeks).
4. Pick up RCMP Background Check / Vulnerable Sector Check application form from the Bay Roberts RCMP detachment.
5. Complete both forms, mail to Bay Roberts RCMP detachment complete with attachments:
 - 2 copies of ID (at least 1 photo ID)
 - 1 copy of provincial court check (keep a copy for yourself as well)
 - 1 copy of BAMHA volunteer letter (required to waive the application fee)
6. You will receive the RCMP Vulnerable Sector Check in the mail (~1-2 weeks).
7. Send duplicate copies of both Background Check and Vulnerable Sector Check to BAMHA (info@bayarenarovers.ca) for records.
8. Link both Background Check and Vulnerable Sector Check to HCR3.0 as documents.

Respect in Sport for Activity Leaders

1. Go to <https://hnl.respectgroupinc.com>
2. If you have already completed the course from another sport, you can import your certificate.
3. If you have not previously completed the course, you must register for an account, and pay online.
4. Complete the course.
5. Link Respect in Sport for Activity Leaders to HCR3.0 as a document.

Hockey NL Screening Application

1. Go to <https://hockeynl.ca/members/forms/>
2. Complete all sections of the form.
3. Mail to address on page 1 of application form, including the Letter of Conduct, previously obtained from the Provincial Court record Check.
4. Send duplicate copy to BAMHA (info@bayarenarovers.ca) for records.

Hockey Canada Registry (HCR 3.0)

The Hockey Canada Registry 3.0 replaces the old Hockey Canada eHockey site. HCR 3.0 is the home for many of the required Hockey Canada courses listed below. It provides course registration, payment, schedules and other details.

A new profile is required. To register, go to <https://register.hockeycanada.ca/home> and complete the account registration.

If you have previously completed Hockey Canada courses, they can be linked to your new profile.

Go to <https://spordle.atlassian.net/wiki/spaces/HCR/pages/2077818909/Coach+Qualifications> to learn more.

Coach 1

Cost: \$95.00

Online Learning Lab (Recorded / On Demand) – 4 Hours

In-Class - 2 Hours

On Ice - 1 Hour

Prerequisites: HNL Screening

Registration & Availability: <https://register.hockeycanada.ca/clinics>

Coach 2

Cost: \$70.00

Online Learning Lab (Recorded / On Demand) – 4 Hours

In-Class - 2 Hours

On Ice - 1 Hour

Prerequisites: HNL Screening

Registration & Availability: <https://register.hockeycanada.ca/clinics>

NCCP Development 1

Cost: \$105.00

In-Class & On Ice – 2 Days

Prerequisites: HNL Screening, Making Ethical Choices (MED), Coach 2

Registration & Availability: <https://register.hockeycanada.ca/clinics>

Trainer Safety - Hockey Canada Safety Program – Level 1

Cost: \$30.00

Online (Recorded / On Demand) – 4 Hours

Prerequisites: HNL Screening

Registration & Availability: <https://register.hockeycanada.ca/clinics>

Goaltending 1

Cost: \$44.00

In-Class - 2 Hours

On Ice - 1 Hour

Prerequisites: HNL Screening

Registration & Availability: <https://register.hockeycanada.ca/clinics>

Hockey Canada Checking Program

Cost: \$20.00

Online (Recorded / On Demand) – 2 Hours

Prerequisites: HNL Screening

Registration & Availability: <https://register.hockeycanada.ca/clinics>

Other courses that are not required, but are recommended by the BAMHA include:

Understanding the Rule of Two

Cost: Free

Online (Recorded / On Demand) – 20 Minutes

Prerequisites: None

Registration & Availability: <https://thelocker.coach.ca/home>

Safe Sport Training

Cost: Free

Online (Recorded / On Demand) – 1 Hour

Prerequisites: None

Registration & Availability: <https://thelocker.coach.ca/home>

Please direct any questions/concerns to info@bayarenarovers.ca

Bay Arena Minor Hockey Association - Volunteer / Coach Requirements

	All	U7, U9			U11 House League & Rep (All Star)					U13, U15, U18 House League					U13, U15, U18 Rep (All Star)				
	Volunteer	Head Coach	Assistant Coach	Manager	Head Coach	Assistant Coach	Trainer	Manager	Goalie Coach	Head Coach	Assistant Coach	Trainer	Manager	Goalie Coach	Head Coach	Assistant Coach	Trainer	Manager	Goalie Coach
Criminal Record Check / Vulnerable Sector Check	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Respect in Sport for Activity Leaders	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
HNL Screening Application	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Coach 1		X	X	X															
Coach 2					X	X					X				X				
NCCP Development 1 (Trained)										X									
NCCP Development 1 (Certified)															X				
Goaltending 1									X					X					X
Hockey Canada Safety Program		One Staff Member (U9 Selects)			One Staff Member					One Staff Member					One Staff Member				