

## LRA Coaches Handbook

2019-20

### Message from Ian Bennett, Director of Coaching

I would like to take the opportunity to thank all the volunteers who devote their time and effort towards an excellent experience for those playing ringette.

This handbook is intended as a resource for all coaches and team staff involved in Lethbridge Ringette at all levels of play. Best wishes for a rewarding and fun season!

### LRA Coaching Philosophy

The coaching philosophy of the LRA is to ensure the healthy well being of every player, mass participation, a fun atmosphere, no intentional body contact, equal opportunity, sportsmanship recognition, goodwill and friendship.

The LRA prides itself on its attempts to pursue excellence in competition while maintaining the opportunity to participate in every game regardless of ability.

### Expectations of Coaches

It is up to the coach to help players develop respect for themselves and each other. Sportsmanship values, fair treatment of all players, adherence to rules and knowledge of their own abilities and the ability of opponents help to develop this respect.

Coaches are expected to begin season with a parent and player meeting to assess the aims of the season for all and best capture those aims in a season plan. Reevaluations of these aims and plans can be continued via similar communications throughout the season.

### Criminal Record & Child Welfare Checks

The LRA requests that every coach, assistant coach, ice assistant, manager and trainer obtain a record check each second year. All checks need to be remitted no later than **November 1**. A cover letter will be provided to members of your group who are due for their check at the beginning of the season.

Please locate the police check form and cover letter in "Forms" on the LRA website.

### Training Requirements

- Head and Assistant Coaches must have MED/CSI +/- CI training by **December 15, 2019**.
- All ice assistants for Active Start and U10 must do the Coach Initiation Module at the start of season. (<http://www.ringettealberta.com/coach-initiation-emodule/>)
- All volunteers for U12 and over must be certified per LRA policy. Please refer to Section 11 of LRA Procedure and Policy, 'Team Personnel'. Certification includes completion of the appropriate level coaching course.
- All Junior Coaches must complete the Coach Initiation Module. Junior coaches may have CSI validated by age 16. (<http://www.ringettealberta.com/coach-initiation-emodule/>)

- Managers must have completed the Ringette Canada Manager's training. (<https://www.coachingringette.ca/index.php?page=327>)
- All coaching course and clinic costs (registration and mileage) are reimbursed by the LRA. One hotel night is provided for two day out-of-town courses. Please keep receipts and submit to our treasurer.
- At least one member of each coaching group requires their First Aid Certification. Valid qualifications include: MD, Athletic Therapist, RN, EMS or basic First Aid/BLS training. There is a maximum of one trainer per team. Each first aid designate must be familiar with the contents of the first aid kit and concussion evaluation. It is recommended (and demanded by some officials) that the on-ice attendant to an injured player be a female. Please contact me if you have any questions, before the season is underway. Refer to 'Forms and Documents' on the LRA website for concussion evaluation and return to play information.

## Affiliation

**November 15, 2019** is the deadline for affiliation submissions to Ringette Alberta. Please have your applications to our registrar well before that date to avoid late fees.

**Please note and ensure that all coaches/parents/players are aware that** "the intention of affiliation is not to strengthen a team or provide further player development, but rather to replace injured or missing players, and/or bring the number of players up to a viable team. The affiliate's main responsibility is to her own team's schedule."

### Basic rules:

Individuals registered as full time players at U10 Steps 1-3 shall not participate in more than five (5) games per season as an affiliate player. There is no limit to the number of games players at U12C and above may affiliate but their first obligation is to their original team.

Players 'dressed' and listed on the game sheet shall be:

- A minimum of seven (7) players
- A maximum of five (5) affiliate players
- A maximum of twelve (12) players if the only affiliate player(s) participating in that game are skater(s)
- A maximum of thirteen (13) players if a combination of affiliate skater(s) and an affiliate goaltender is participating in that game
- A maximum of eighteen (18) if the only affiliate player 'dressed' is a goaltender

## Dryland

Consideration may be given for dryland practices on the concrete pad at Henderson Arena, which will need to be approved by our Ice Allocator and arranged through the City of Lethbridge booking ([Scott.Carpenter@lethbridge.ca](mailto:Scott.Carpenter@lethbridge.ca)). We suggest this is most appropriate for groups U10 Step 3 and up.

## Social media policy

The use of electronic devices in the dressing rooms is strictly prohibited. Devices interfere with coaching, team time and privacy.

## Useful Links

Long Term Athlete Development:

[http://www.ringette.ca/wp-content/uploads/2015/03/Ringette\\_mag\\_EN\\_WEBversion.pdf](http://www.ringette.ca/wp-content/uploads/2015/03/Ringette_mag_EN_WEBversion.pdf)

ABC Ringette Practice Planning:

<https://sites.google.com/a/ringette.ca/ringetteabcringette/>

Universal Athlete Assessment:

<http://www.ringettealberta.com/universal-athlete-assessment/>

Coaching Requirements:

<http://www.ringettealberta.com/wp-content/uploads/2013/07/Coach-Certification-Requirements-2016-2017.pdf>

Critical Dates, Policy and Procedure, Coaching Clinics:

[www.lethbridgeringette.ca](http://www.lethbridgeringette.ca)

[www.ringettealberta.com](http://www.ringettealberta.com)

Injury Assessment:

[www.lethbridgeringette.ca](http://www.lethbridgeringette.ca), under Forms and Documents (Concussion and Injury Management, Medical ID and Consent Form, and Return to Play Form)

<https://sirc.ca/blog/creating-safer-sport-environment-rule-two>

## Coaching evaluation

This is available on-line on the LRA website under “Forms”. Please remind parents/players to complete an evaluation for the director of coaching no later than **November 30, 2019**. A copy of this evaluation form for your own purposes is available below for distribution to your team.

**Lethbridge Ringette Association Coaching Evaluation**

This questionnaire may be used as a developmental feedback tool for the coach(es); please make your critique constructive. Parents and players are encouraged to participate.

Team/Level:

Coach(es):

Your name/email:

Rating scale

- 1 = not meeting expectations (significant improvement needed)
- 2 = approaching expectations (some improvement needed)
- 3 = meets expectations
- 4 = exceeds expectations

Communication	1	2	3	4
The coach clearly communicated their coaching philosophy to the players and parents at the beginning of the season				
The coach has followed through with their coaching philosophy thus far				
The coach clearly communicated the development program to the players and parents at the beginning of the season				
The coach has followed through with the development program thus far				

The coach has solicited feedback and provided ample opportunity thus far for parents and players to ask questions and voice concerns				
The coach shows effective communication with players, including corrective feedback in a constructive way and clear explanation of practice and game plan				
<b>Conduct</b>	----	----	----	----
The coach encourages a competitive spirit, good sporting behavior and respect amongst all team members				
The coach emphasizes the importance of treating opposing players, coaches and officials with respect				
The coach presents a positive public image and is strong ambassador for Lethbridge Ringette				
The coach treats all players fairly and consistently provides equal opportunity based on effort and development				
The coach is positive and encouraging, and provides an atmosphere that is both fun and competitive				
<b>Fundamentals</b>	----	----	----	----
The coach is knowledgeable of the technical aspects of the sport				
The coach is well prepared for practices, and the practice plans reflect the development level of the players				
The coach ensures that all players are active and involved during practice time with minimal standing around				

The coach has developed a good overall plan to prepare my child for this season and beyond				
<b>Player</b>	----	----	----	----
The program has increased the player's knowledge, skill and overall competence in the sport				
The player is enjoying their ringette experience				

Please use this space to provide any additional comments or suggestions ie. What should the coach STOP, START or CONTINUE doing to help him/her become more effective as a coach?

Would you recommend this coach for a Ringette team next season?