

## **New Coach Instructions U12**

- 1) The first step is get an NCCP # **IF YOU DON'T ALREADY HAVE ONE**. To create an account on the NCCP website to get an NCCP # go to <https://thelocker.coach.ca/account/login?ReturnUrl=%2f>
  - Click on the **Don't have an NCCP#?** link and fill all that out to get an NCCP #. You can go back to this spot later and check your transcript to make sure your getting credit for your courses.
- 2) Once you have an NCCP # (**or if you already have one**), log into the account that you used to register your kids under the Registration tab on forestringette.com and click on the **Register as a Coach** button to register yourself for the role you'll be filling. Be sure to enter your NCCP #.
- 3) You can check the requirements for all positions on what they call a pathways document at <https://ringetteontario.com/the-people/coaches/coaching-pathways/>.
- 4) If you open the U12 coach one <https://ringetteontario.com/wp-content/uploads/2021/06/U12ABC-Coach-Requirements.pdf> and click on the name of the course, it will take you to the sign-up page for each course. You will need your NCCP# for all of these. You will notice you can take either the Community Sport Initiation (CSI) or Competition Introduction (CI).
- 5) The MED and CSI/CI courses are scheduled "zoom" sessions, the Coach Initiation in Sport, Making Headway and Respect in Sport are on your own.
- 6) Coach Initiation in Sport must be done before the CSI (or CI) course...so do that one first.
- 7) When you register for Making Ethical Decisions...make sure you're registering for the clinic and not to do the evaluation. That evaluation gets completed after the clinic.
- 8) For the Respect in Sport course, remember to enter your NCCP # and click on "allow" to transfer your completion of the course to your NCCP locker transcript. This course is separate from the Respect in Sport course for Parents.
- 9) For Making Headway, pick the multi-sport one, as there is not one just for ringette.
- 10) The bench staff code of conduct is signed off when you register as a coach.
- 11) The volunteer screening info will be sent separately to the Head Coaches, and they'll pass it on.
- 12) Keep your receipts for all the courses. Once you've got them all done email this form with the receipts attached to [Irtreasurer@londonringette.com](mailto:Irtreasurer@londonringette.com) & [lraoachingcoordinator@londonringette.com](mailto:lraoachingcoordinator@londonringette.com)

THANK YOU!!!

If you have questions or run into trouble, please let me know at

[lraoachingcoordinator@londonringette.com](mailto:lraoachingcoordinator@londonringette.com)