



Coaching Requirements Information 2024-2025

Bow Valley Hockey Society is a well-established, experienced and respected society within Hockey Calgary. The BV Flames are committed to following the mission statement of Hockey Canada, the governing body of hockey in Canada, "To lead, develop and promote positive hockey experiences."

Being a part of our program provides access to first-class professional mentoring services, regular coach development sessions and interactive exchanges with other BV Flames coaches. Bow Valley provides significant administrative support through the BV Executives and Board so that our coaches can focus on 'coaching'... we have a strong administrative infrastructure in place to make sure that the rest is taken care of!

You are required to volunteer during evaluations as an evaluator or as on-ice support for a minimum of 12 hours for a single player family and 16 hours for multiplayer families to qualify as a coach applicant. 4 hours is required for House League.

Do you require a Criminal Record Check? (Police Information Check) Mandatory for all BV coaches.

You will have until November 15th (requirement deadline for coaches) to provide a copy of the result letter from your Police Information Check. **Email the PDF to Jodi Robson at registrar@bvhs.ca.** BVHS Coach Police Information Checks are good for 3 years. If it has been more than three years since you submitted your last PIC, then you will be required to do another one for the current season.

Please [click here](#) to fill out the form to request a voucher which you will use to obtain a FREE Police Information Check including Vulnerable Sector Screening. You will not be reimbursed for the cost of the PIC if you obtain one on your own.

Once you filled out the form, you will receive an email inviting you to apply for a Police Information Check by Bow Valley. Please click the link and follow the instructions to apply online (automated by calgary@policesolutions.ca).

When your application is processed, you will receive your results digitally via secured PDF document in an email from CPS. You will need to download the results from your account and share with Bow Valley via email to Jodi at registrar@bvhs.ca. **They do not send us a copy.** Please read the letter because not all are the actual "Clear" letters. Some people have the same name, date of birth etc., as another person and you will have to book an appointment for fingerprinting within 45 days of receiving the "Attend" letter. Once you complete the additional steps required, you will receive another email with the result.

If you receive the results in the mail, please scan the document and email it to Jodi Robson at registrar@bvhs.ca.

Respect in Sport – Activity Leader Certificate (Mandatory for all BV coaches)

If you are not certified in RIS-AL, you must complete the online course before being added to the roster. RIS-AL is valid for four years and is different from RIS-Parent. If it has been more than four years since you completed the course, you will be required to re-certify. Please [click here](#) to be directed to the website.

Hockey Canada Safety Program Level 1 -> previously HU-Online Trainer/Safety (Mandatory for all BV coaches)

You must have a valid HC Safety Certificate in order to be added to the roster as a coach. The Safety Program is valid for 3 years. Please [click here](#) to be directed to the HC Safety Program website.

In order to qualify to coach at certain age groups, Hockey Canada, Hockey Alberta, Hockey Calgary and Bow Valley mandate coaches have the required certifications as individuals and per team basis. Please look at the Coaching Requirement Chart below and familiarize yourself with the courses you will need to complete. Please note that Coach 1, Coach 2 and Checking are two-part courses. For the classroom / on-ice sessions, you need to book ASAP because they fill up fast and are not offered after November 15.

You will be reimbursed for the coaching courses in December. Please keep your receipts until you receive an email to fill out the Reimbursement Form.

[Coaching Requirements](#)

[Upcoming Coach Clinics](#)

The following certifications are mandatory for EVERY Bow Valley Coach:

- [Respect in Sport – Activity Leader](#)
- [Hockey Canada Safety Program Level 1](#)
- [Criminal Record Check including Vulnerable Sector Screening](#)

Additional Certifications required by Hockey Alberta:

- U7: Hockey Canada Coach 1 (online) & Hockey Alberta - Coach 1 - Intro to Hockey Clinic (in-person)
(Head Coach & at least one Assistant Coach must be certified per team)
- U9: Hockey Canada Coach 1 (online) & Hockey Alberta - Coach 1 - Intro to Hockey Clinic (in-person)
(Head Coach & at least one Assistant Coach must be certified per team)
- U11: Hockey Canada Coach 2 (online) & Hockey Alberta - Coach 2 - Minor Leagues Clinic (in-person)
(Head Coach)
Hockey Canada Skills- Checking (online) & Hockey Alberta - Intro to Principles of Checking
(Head Coach)

- U13: Hockey Canada Coach 2 (online) & Hockey Alberta - Coach 2 - Minor Leagues Clinic (in-person)
(Head Coach)
Hockey Canada Skills- Checking (online) & Hockey Alberta - Intro to Principles of Checking
(Head Coach)
- U15: Hockey Canada Coach 2 (online) & Hockey Alberta - Coach 2 - Minor Leagues Clinic (in-person)
(Head Coach)
Hockey Canada Skills- Checking (online) & Hockey Alberta - Intro to Principles of Checking
(Head Coach)
- U18: Hockey Canada Coach 2 (online) & Hockey Alberta - Coach 2 - Minor Leagues Clinic (in-person)
(Head Coach)
Hockey Canada Skills- Checking (online) & Hockey Alberta - Intro to Principles of Checking
(Head Coach)

Course Descriptions:

Respect in Sport - Activity Leader (\$30 + gst for first time, \$15 + gst for re-certification)

Provides in-depth information on the subjects of bullying, abuse, harassment and neglect. It demonstrates negative behaviours and provides ideas of how a situation may be best handled, including valuable information from subject matter experts delivered in a clear and concise fashion, and asks questions of the leaders based on the scenarios presented. Specific topics include definitions of bullying, abuse, harassment, neglect and discrimination, cyber-bullying, hazing, use of power, emotions, how to respond, reporting, moral and legal issues, and development.

Hockey Canada Safety Program - Level 1 (\$47 + GST) ->Previously HU-Online Trainer/Safety

This 4-hour online program is an introduction to team safety, injury recognition, fair play code and code of ethics, safety at the rink, injury management and the Emergency Action Plan. The team's Safety Person will gain the information and confidence needed to be the go-to person on your team for health, wellness, injury recognition safe and proper recovery & Return to Play procedures.

This training is valid for 3 seasons from the date of completion (expiring on September 1st). Once expired must re-take the online course or apply for Level 2 status (with appropriate qualifications).

All Hockey Alberta teams must have one (1) person registered to their team that has completed the Hockey Canada Safety Program and be at all games. **Bow Valley requires all coaches to have this certification.**

Hockey Canada Coach 1 AND Hockey Canada Coach 2 -> previously HU-Online Coach 1 & 2.
PLEASE NOTE: Coach 1 and Coach 2 are now two separate courses.

Hockey Canada Coach 1 -> Previously HU-Online Coach 1

Coaches will be given the tools to teach hockey's basic skills while keeping the theme of practices on fun & fundamentals. Clinic topics include leadership, communication, teaching skills, and lesson planning. All of this is taught with special consideration for the youngest athletes in mind.

STEP 1 Online: Hockey Canada Coach 1 (\$33 + GST)

12 module online course that takes approximately 4 hours and covers the coaching foundation building blocks. Once registration is complete, coaches can enroll in the appropriate in-person clinic relevant to their coaching requirements (HA Coach 1 Intro to Hockey).

STEP 2 In-Person: Hockey Alberta Coach 1 - Intro to Hockey Clinic (\$136 + GST)

4 hours classroom followed by 1.5 hours on-ice session.

Hosted from the end of August until November 15th (requirement deadline for coaches)

Coaches will learn skill development, skill progressions, practice delivery and resource utilization in this practical learning and sharing environment.

Hockey Canada Coach 2 -> Previously HU-Online Coach 2

This course emphasizes the basic skills and importance of having players develop confidence, self-esteem and a love for the game. Coaches will be given an introduction to player development, coach knowledge, tools to effectively communicate with athletes and parents, and how to support the athlete in the team, training, practice and game environment.

STEP 1 Online: Hockey Canada Coach 2 (\$33 + GST)

12 module online course that takes approximately 4 hours and covers the coaching foundation building blocks. Once registration is complete, coaches can enroll in the appropriate in-person clinic relevant to their coaching requirements (HA Coach 2 Minor Leagues Clinic).

STEP 2 In-Person: Hockey Alberta Coach 2 - Minor Leagues Clinic (\$136 + GST)

4 hours classroom followed by 1.5 hours on-ice session.

Hosted from the end of August until November 15th (requirement deadline for coaches)

Coaches will learn skill development, skill progressions, practice delivery and resource utilization in this practical learning and sharing environment.

Checking Skills

These courses will cover the basic tools to teach Checking skill acquisition, 4 phases of checking (positioning & angling, stick checks, contact confidence, body checking), checking safety, checking skills drills, roles & responsibilities. An emphasis is placed on the basic checking skills, and the importance of having players develop confidence, respect and an awareness of the checking process.

STEP 1 ONLINE: Hockey Canada Skills - Checking (\$22 + gst) -> Previously HU-Online Checking Skills

6 module online course that takes approximately 1.5 hours

Once registration is complete, coaches can enroll in the in-person clinic.

STEP 2 In-Person: Hockey Alberta - Intro to Principles of Checking ->Previously Checking Skills (\$116 +GST)

2 hours classroom followed by 1.5 hours on-ice session.

Registration link found under Instructional Stream category

Hosted from the end of August until November 15th (requirement deadline for coaches).