



2023 - 2024 Coaching Manual

Table of Contents

Introduction	1
Coach Certification	2
Tryout Information	3
Athlete Signing Information	3
Parent Meeting	4
Team Parent Guidelines	4
Hotels for Provincials	
Fundraising Guidelines	
Practice Permits	5
Appendix A – General Information	6-7
Appendix B – Barrie Elites Coach Checklist	8
Appendix C – Barrie Elites Executive	9
Appendix D – OVA Coach Eligibility Policy	10
Appendix E – Long Term Development in Sport and Physical Activity	11-12
Appendix F –NCCP Rule of Two Guidelines	13

Introduction

Thank you for volunteering to be a coach with the Elites! Thanks to you, our athletes will be able to gain and refine skills, will have the opportunity to compete, and will develop life skills that come with being part of a team.

Though your work on the court is very important, of equal importance are administrative duties, needed to make sure that your season runs smoothly. You will find in this manual important information to help with your administrative duties and your season. There is also a checklist at the back.

The club's philosophy is to follow the long-term athlete development model which means that we strive to have the athletes develop their volleyball skills while taking part in activities that match their stage of development.

We hope that this season is a good one for you and for your team. Honorariums will be provided to 1 head coach per team and 1 assistant coach per team. If a team has more than one assistant and they would like to share the honorarium they may do so on their own. As well, the Club will cover 1 head coach and 1 assistant for hotel for Provincials. Mileage is not paid for Provincials. Similarly, if coaches wish to share the money provided it is up to them to do so.

Coach Certification

Each coach is responsible for the maintenance of certification in their locker. Your locker can be accessed by going on the Coaches website (www.coach.ca).

The Ontario Volleyball Association, (OVA), requires each coach to complete the following:

- An up-to-date vulnerable sector check.
- Safe Sport Training
- Making Headway
- Making Ethical Decisions
- Making Ethical Decisions Evaluation

The Barrie Elites Volleyball Club, (BEVC), requires each Head Coach, in addition to the above, to complete the following:

- Foundations of Volleyball (cost that will be reimbursed once receipt has been provided)
- NCCP Anti Racism in Coaching
- Understanding the Rule of Two

The Barrie Elites Volleyball Club, (BEVC), requires each Assistant Coach, in addition to the OVA requirements to complete the following:

- NCCP Anti Racism in Coaching
- Understanding the Rule of Two

There are several other online modules that you may wish to complete on your own. They are very good and may assist you in areas that you feel you require support.

These requirements **MUST** be completed prior to our scheduled Tryouts in September. If you need you extra time let Brad Graham, Director of Coaching, and/or Candice Keller, President, know and we can work together to complete them. Coaches will not be assigned to a team list until these are complete.

Tryout Information

Tryouts are being held at Georgian College September 9 and 16, 2023. There are no longer any gates at Georgian College. They are using [Honk Mobile](#). Please review the [Georgian College Parking Webpage](#). *BELOW IS TENTATIVE*

Each time slot for tryouts is 90 - 120 minutes, so please arrive at least 30 minutes prior to your scheduled time and ensure you know on which court your tryout will take place. If you have large numbers and require a coach to assist with running drills so you can spend time evaluating athletes, please do not hesitate to ask the Executive or other coaches for help.

Coaches may communicate verbally with parents and/or athletes, within their age group, about their intentions to offer a position on their team during the tryout process. Should coaches want to discuss options with other coaches regarding making offers to athletes outside of their age group, please do so after their tryout is completed.

With the OVA Tryout Policy, you should expect that some of the athletes you offered positions to may decline your offer. This year athletes may be given offers based on the information provided below. Do not cut athletes until you have secured all spots on your roster. Be prepared to return to your tryout list to select athletes you had initially planned to cut. *****You must ensure that you have accurate email addresses and phone numbers for all athletes...especially walk in athlete's!*****

Athlete Signing Information

Date	Detail
July 1st to July 31st	Early Re-Signing Period (All Athletes)
August 11th to August 13th	Summer Offer Period (Open only to athletes entering 16U to 18U age divisions)
August 25th	Club Declaration of open spots on rosters
September 8th to February 1st	Tryouts Begin
September 18th	18U - Offers can be emailed to Athletes
September 19th	17U - Offers can be emailed to Athletes
September 20th	16U - Offers can be emailed to Athletes
September 21st	15U - Offers can be emailed to Athletes
September 22nd	Early Contact Initiative (ECI) - 4v4 to Traditional Limited Specialization (TLS) Age Groupings - Offers can be emailed to Athletes

Parent Meeting

Each team is to have a mandatory parent meeting the first week of practice. It is a good time to establish the tone of the team and provides time for your parents to understand your plans and for you to get to know your parents. Having an open discussion with parents at the beginning of the season and again as needed throughout the season can be a good way to avoid or lessen potential problems.

Here are some recommended topics to discuss at your first meeting.

- The season's practice schedule and facility rules (no propping doors, shoes left at entry doors, etc.)
- Scheduled OVA tournaments (provide a list of when they are, locations are always given later by OVA)
- Any additional tournaments (pre/post season, higher age division OVA tournaments, out of province tournaments, nationals, etc. Additional costs required for these tournaments should also be indicated)
- Your philosophy as a coach
- Athlete playing time (fair play rules for some age groups, and planned playing time for others)
- Selection of Team Parent and the role of the team parent, see Team Parent below for their role. (police check & vulnerable sector screening required)
- Selection of practice helpers if required
- Fundraising discussion
- At least one parent must complete the "Respect in Sport Parent Program" and it must be linked to the player's OVA MRS registration (if completed in previous years, parents do not need to repeat it)
- Lining and scoring duties at tournaments (schedule to be done by Team Parent)
- 12U and 13U explanation of Rules (including need for volunteer(s) to assist with tossing, if applicable; and need to provide a police check & vulnerable sector screening)
- Tournament nutrition expectations
- Any other team rules and expectations

Note: Club registration fees only cover the 4 standard OVA tournaments, provincial championships, and 2 additional tournaments for HP designated teams.(Provincial Cup, Challenge Cup, McGregor Cup, Bugarski Cup, and Provincial Championships. The cost for any additional tournaments are not covered by the club. If your team chooses to enter extra tournaments, the registration deadline is 6 weeks prior to the tournament date. You must let the Vice President of the club know you wish to register well before the registration deadline in order to ensure your team gets registered. Your team will not be registered for an extra tournament until payment has been received by our Treasurer.

Team Parent Guidelines

It is recommended that each team have a parent to act as a liason between you and the team.

The team parent is responsible for helping the coach with the administrative jobs for the team. For example:

- Booking and organizing hotel rooms for provincial championships
- Booking and organizing hotel rooms for any out-of-town tournaments
- Organizing fundraising (if your team chooses to fundraise)
- Collecting money from parents for the additional tournaments (if applicable)
- Organize team responsibilities at tournaments (scoring and lines people schedule)
- Assisting coach with roster stickers

Once you have selected your team parent, please let the Vice President know who they are. The team parent will be identified in our system and given appropriate access to information on our website.

Practice Permits

Most team practices do not start until the week of October 2nd, 2023.

Permits

You will be emailed a copy of your gym permits for practices. Take note of the dates your gym is not available and let your team know those dates. You **MUST print** your permits and keep them with you at all practices. You could be asked to present it to the custodians. As well, there are EMERGENCY numbers on the permits that are specific to the area your school is located. That number is be used if you have any issues.

NEW LAST YEAR: there will be no grace period to your entry times. If your permit begins at 6:00pm, you may not enter and set up nets until 6:00. Some custodians are more flexible with times, however, be prepared to enter at the time that your permit starts. Most schools will unlock the door at your permit time and re-lock it 15 min afterwards. **Do not prop doors open** for the safety of school staff, the building security and your athletes. If you need to, you can ask a parent to check the door to let in the next team (if you share a gym) or towards the end of the practice to let parents into the building. You must be out of the building by the end of your permit time. There is no grace time.

Snow Days

Do not assume that a snow day means your permit is cancelled, this is not the case. The decision to cancel permits is made later in the day. Typically, the Catholic Board automatically cancels permits while the Public Board does not. You will be notified if your permit is cancelled.

If you feel that it is unsafe to travel to practice for you and your athletes, you have the option to cancel your practice.

Cancelling Permits

If you are not going to be using your gym time for any reason, even if the decision is made the day of the scheduled practice, you **MUST** let the Director of Facilities know before 2:00 pm so that the school board can be notified.

- Candice Keller
- Dan Burton

In order for the Club to keep the precious permits, we need to be in good standing with the SCDSB and SMCDSB. If you do not show for your permit, without notice, we are in jeopardy of losing the gym permit and you will no longer have a practice time.

NOTE: Failure of the club to notify the school board that a permit will not be used may result in fines. These will be assigned to your team to pay.

Appendix A – General Information

Award of Excellence

At the Ontario Championships the OVA provides each team between 12U and 16U an Award of Excellence medal to be awarded to a member of your team. You have to option to present the medal when you want or hold on to this medal and present it to the deserving athlete at the banquet. The Club Treasurer will purchase medals for 17U and 18U teams and provide them to those coaches at the Banquet. OVA medals are available for purchase if you require additional medals. Contact the treasurer for details.

Annual Banquet

The club hosts an annual banquet early in May. This year, the banquet date and location has not yet been set. Please plan to attend and provide a brief statement about your team.

Team Photos

Team photos will be provided for each team. This service is included in the athlete fees. Once teams have their uniforms, teams will be given a date to attend their team photo session. If athletes miss their photo session, they will not be in the team photo or receive their individual picture. Please help this process run smoothly by communicating efficiently with your parents about your assigned time, date and location.

It is recommended that the coach assist the photographer in ensuring the process runs quickly and efficiently.

The photographer will provide each head coach with an electronic team photo that you will submit to the OVA for the Provincial Championship yearbook.

Sports Psychology Sessions

Robert Beer is the CEO and Founder of Mindset First: Mental Performance Consultancy. At Mindset First they look to develop the mental skills of athletes and aid in their achievement of elite performance and reaching beyond-imaginable goals. This season all HP designated teams will participate in these sessions.

All teams are also encouraged to participate. To book sports consultant sessions with Robert, contact him directly. He will travel to Barrie for your sessions. He charges approximately \$300 per team per session. For more information, check out his website: <https://www.mindsetfirst.ca/about>

Cameron Performance (Jade Cameron)

This season the Barrie Elites fees for HP designated teams will be having training sessions with Cameron Performance. Athletes from other teams are encouraged to participate in physical training such and may book sessions on their own. Please contact them directly www.cameronperformance.ca

Mind to Muscle

This season Elites fees do not pay for Mind to Muscle training sessions for any age. Teams are encouraged to participate in physical training such as Mind to Muscle. If you would like to book M2M sessions please contact them directly <https://www.mindtomuscle.ca/>

Social Media

The Barrie Elites have social media accounts and they need your assistance to keep our accounts up to date with Barrie Elites news. If you have any pictures or news you want to share, please forward the information to the Barrie Elites gmail account (barrieelitesvb@gmail.com) and/or include #elitesnation or @barrie_elites_volleyball_club in your personal posts.

Let's share our news and successes !

Hotels for Provincials

Hotel rooms for Provincials must be booked through the OVA hotel booking system. It is important that whomever is booking them for your team be available the moment the booking window opens. Delaying the booking for the hotel will make it difficult to get a hotel within a reasonable distance from the venue. It is best to review the possible hotel options prior to the booking day so that if your first few choices of hotels are not available, you will know which hotels you want and which ones to avoid. Once the hotel is booked, parents will need to book their rooms before the booking deadline. It is helpful if the team parent provides reminders to the parents before the cut-off date. This year with Provincials being in Kitchener and Ottawa.

Fundraising

This year the Barrie Elites will provide options to participate in both club-wide, and team fundraising. A sponsorship package has been created which outlines options for corporate or private sponsorship (in support of either club or team); please share this information and encourage player families to participate. Club sponsorship funds will be used to purchase additional uniform pieces and equipment/training aids; use of team sponsorship funds will be based on team consensus.

Teams may also choose to fundraise independently; if your team chooses to initiate fundraising efforts, please make sure that the majority of parents want to do so, and please make sure they understand that all monies raised goes to the team, not to the individual athlete.

In support of your efforts, the club Director of Fundraising will help facilitate at least one club-wide team fundraiser - anything over and above that is the responsibility of the team. A bank account must be opened for any funds raised; a letter from the treasurer is likely required by the bank in order to open an account.

Along with sponsorship options, the Barrie Elites will be partnering with Hooligans restaurant (66 Dunlop Street East, Barrie) to raise club funds as well.

Appendix B – Barrie Elites Coach Checklist

- Copy of police check & vulnerable sector screening and give to Elites President
- Complete OVA Screening Disclosure Form and give to Elites President
- Contact Brad Graham and meet to discuss your season plan (optional)
- Attend Elites coaching clinic
- Plan your tryout drills
- Ensure that you have accurate email addresses and phone numbers for all athletes
- Offer positions on your team based on OVA requirements
- Receive offers and provide information about registration.
 - Instruct athletes/parents to bring 2 photocopies of proof of age to registration (must be birth certificate or passport)
- Attend registration at your scheduled time
- Assistant coach information sent to Elites Vice-President
- Ensure all team coaches are registered on the Elites Website
- Finalize roster on Elites website
- Create a Team Binder that you bring to all practices and OVA Tournaments:
 - Gym Permits
 - Practice Plans
 - Copies of Proof of age for all athletes (you could be asked to present at any time)
 - Parent contact information and medical information
 - Emergency Action Plans
- Parent meeting within the first week
- Inform parents of date and time for team photos
- Submit team photo and roster to the OVA
- Attend annual banquet
- Complete end of year athlete evaluations and season summary

Appendix C – Barrie Elites Executive

President	Candice Keller	candice.k@live.ca
Vice President	Hope Timmons	starlighthope@sympatico.ca
Treasurer	Charlena Harvey	hailiv1112@yahoo.ca
Secretary	Brad Molnar	bradmolnar385@gmail.com
Coaching Development	Brad Graham	bradgraham@sympatico.ca
Athlete Development	Stephan Harvey	bigstefi@icloud.com
Director of Uniforms	Christa Matthews	matthewschrista@hotmail.com
Director of Equipment	Dan Burton	burtoncdan@gmail.com
Director of Facilities	Candice Keller Dan Burton	candice.k@live.ca burtoncdan@gmail.com
Director of Hosting	Karen Leslie	barrie.spikesvball@hotmail.ca
Director of Fundraising	Vanessa Jephson Pam Schelling	ness2811@gmail.com pschelling@smcdsb.on.ca
Director of Website and Associated Platforms	Hope Timmons	starlighthope@sympatico.ca
Director of City of Barrie Skills and Drills	Chris Jephson	chris.jephson@effem.com
Director of House League	TBA	
Director of Media	Lisa White	haydensmon2019@outlook.com



2023-2024 Coach Eligibility Policy

All athletes have the right to a safe, inclusive and responsible volleyball experience. As people in positions of authority, coaches have an important role to play in providing this type of environment. Coaches have the responsibility to:

- Complete the necessary training in order to provide an environment that is physically, mentally, emotionally and socially safe for all athletes and participants
- Complete the necessary training in order to provide a responsible learning environment that incorporates Volleyball Canada's teaching methodologies, technical guidelines and long-term athlete development principles
- Ensure that all of their coach training is current so as to be able to provide a safe and responsible volleyball experience for all

MANDATORY ELIGIBILITY REQUIREMENTS FOR OVA COACHES

All individuals who sit on the bench at an OVA sanctioned event or who are involved with youth athletes in an OVA club training environment must complete the following requirements prior to their registration as an OVA member.

- Abide by the OVA Screening Policy
 - Submit a Level 2 Criminal Record & Judicial Matters Check (CRJMC) or [Enhanced Police Information Check \(E-PIC\)](#) completed within 3 years.
 - Complete the OVA Screening Disclosure Form via MRS registration
- Complete the following training
 - [Making Head Way](#) (Free)
 - Coaches Association of Canada [Safe Sports Training](#) (Free)

All individuals in a Head Coach or Assistant Coach role and all individuals acting as a Head Coach or Assistant Coach during an OVA event must also complete the following training prior to their registration as a member of the OVA:

- [Foundations of Volleyball](#) (\$89)
- [Making Ethical Decisions Online Evaluation](#) (\$85 or free if course was completed)

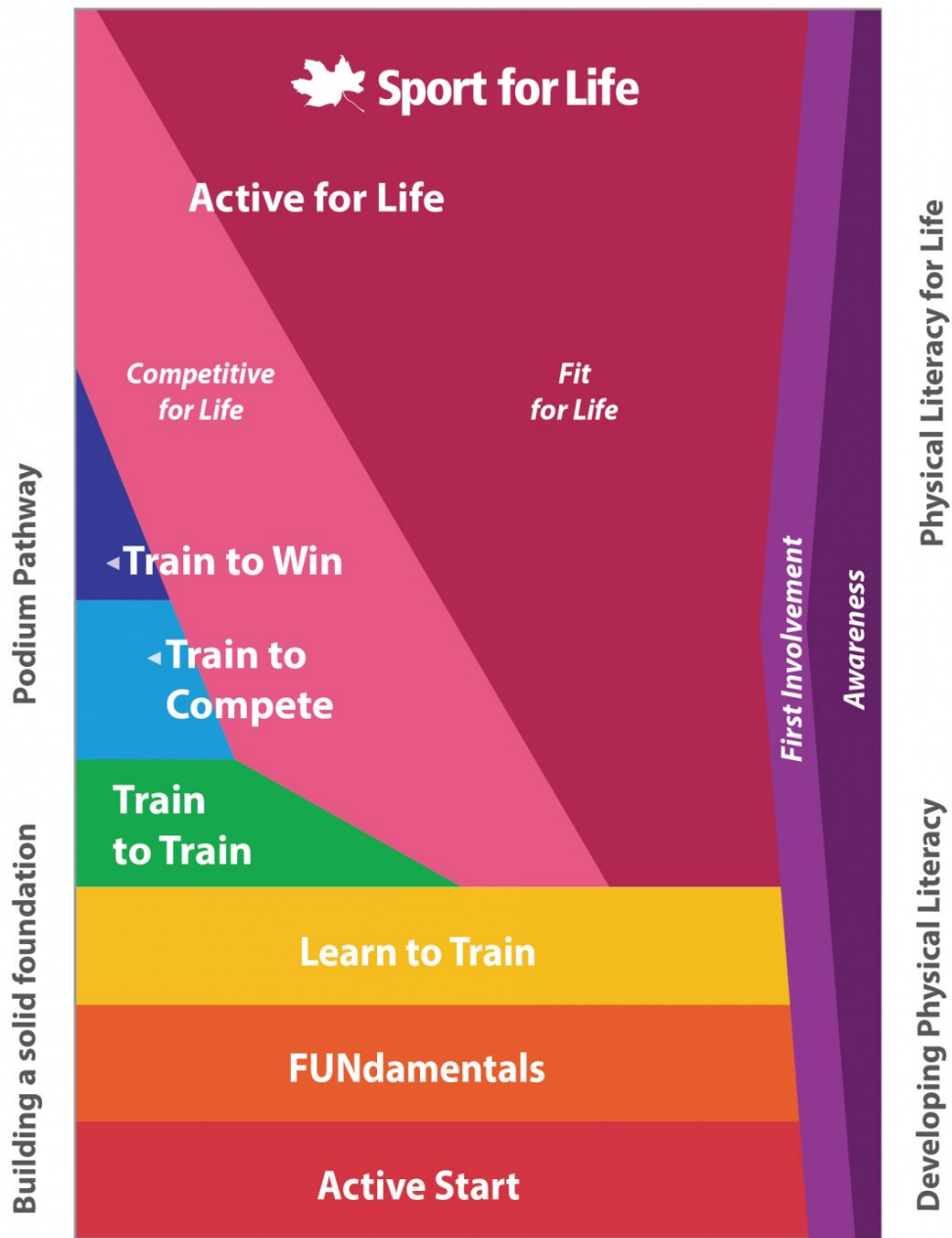
It is **highly recommended** that all coaches complete the NCCP Anti-Racism in Coaching e-learning module in The Locker. All coaches will be required to complete this module to be eligible in 2024-25.

It is the responsibility of OVA Clubs to verify the eligibility of their coaches prior to having them register as members and listing them on their Club Information Form at the start of the season.

Individuals who have not completed the above requirements are not eligible to be listed on an OVA event scoresheet. Ineligible individuals will be fined \$150 per occurrence and match results may be forfeited.

*Coaches attending Nationals should check [Volleyball Canada's Coach Certification Policy](#) to verify compliance

Appendix E – Long Term Development in Sport and Physical Activity



	Active Start	FUNdamentals	Lear to Train	Train to Train	Train to Compete	Train to Win
Females	0 – 6	6 – 9	9 – 12	12 – 16	16 – 23	19+
Males	0 - 6	6 - 8	8 – 11	11 - 15	15 – 21	18+

Active Start Stage
Chronological Age
Males and Females 0 - 6

Fun and part of Daily Life
 Fitness and movement Skills development
 Focus on learning proper movement skills such as running, jumping, wheeling, twisting, kicking, throwing, and catching
 Not sedentary for more than 60 minutes except when sleeping

Some organized physical activity
 Exploration of risk and limits in safe environments
 Active movement environment combined with well-structured gymnastics and swimming programs
 Daily physical activity

FUNDamentals Stage Chronological Age Males 6-9 Females 6-8	Learning to Train Chronological Age Males 9-12 Females 8-11	Training to Train Chronological Age Males 12-16 Females 11-15
Overall Movement Skills FUN and participation General, overall development Integrated mental, cognitive, and emotional development ABC's of Athleticism: agility, balance, coordination and speed ABC's of Athletics: running, jumping, wheeling, and throwing Medicine ball, Swiss ball, own body strength exercises Introduce simple rules of ethics of sport Screening for talent No periodization, but well structured programs Daily physical activity	Overall sport skills development Major skill learning stage: all basic sport skills should be learned before entering Train to Train Integrated mental, cognitive, and emotional development Introduction to mental preparation Medicine ball, Swiss ball, own body strength exercise Introduce ancillary capacities Talent identification Single or double periodization Sport specific training 3 times a week; participation in other sports 3 times a week	Sport specific skill development Major fitness development stage: aerobic and strength. The onset of Peak Height Velocity (PHV) and PHV are the reference points Integrated mental, cognitive, and emotional development Develop mental preparation Introduce free weights Develop ancillary capacities Frequent musculoskeletal evaluations during PHV Selection Single or double periodization Sport specific training 6-9 times per week including complementary sports

Training to Compete Chronological Age Males 16-23 Females 15-21	Training to Win Chronological Age Males 19+ Females 18+
Sport, event, position-specific physical conditioning Sport, event, position-specific technical and tactical preparation Sport, event, position-specific technical and playing skills under competitive conditions Integrated mental, cognitive, and emotional development Advanced mental preparation Optimize ancillary capacities Specialization Single, double, or triple periodization Sport specific technical, tactical and fitness training 9-12 times per week	Ages are sport specific based on international normative data Maintenance or improvement of physical capacities Further development of technical, tactical, and playing skills Modelling all possible aspects of training and performance Frequent prophylactic breaks Maximize ancillary capacities High performance Single, double, triple, or multiple periodization Sport specific technical, tactical, and fitness training 9-15 times per week

Purpose of Rule of Two

To protect minor athletes and coaches in potentially vulnerable situations by ensuring more than one adult is present



Gold Standard

