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# A Welcome Package for High School Coaches

Your Athletic Director is your contact for all questions regarding School Sport Alberta. They have been provided with this Communication Guide. Please respect the guidelines and ensure proper and effective communication channels are utilized.

School Sport Alberta uses The Locker on coach.ca for coach education.

Each coach is required to take *Making Head Way* by the registration deadline for the respective sport. Any version of this course is acceptable, but we advise coaches to take the sport specific course if available.

There also needs to be at least one person on each coaching staff who takes the following two courses:

1. ***The Coach Information Course***
2. ***Safe Sport Training***

Both of these courses should be completed before the first competition.

The SSA requires that at least one person in each school has taken *Coaching School Sport: Redefining Winning*. Please ask your athletic director who that person is.

Here is a step-by-step guide for how to take each course. To register, you will need to have an NCCP number; once you have one, be sure to provide it to your Athletic Director.

## Teacher Coach/Staff Rep Checklist

- Acquire an NCCP number
- Take Making Head Way
- Check with my coaching staff to ensure that one of us has taken:
    - *SSA Coach Information Course*
    - *Safe Sport Training*
- Ask my Athletic Director who at the school has taken *Coaching School Sport: Redefining Winning*
- Connect with my Provincial Sport Organization to see if there are other coaching development opportunities for my sport

## Community Coach Checklist

- Acquire an NCCP number
- Take Making Head Way
- Check with my coaching staff to ensure that one of us has taken:
    - *SSA Coach Information Course*
    - *Safe Sport Training*

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