

Thank you for your interest in completing the Community Coach Course with 5 pin bowling and being a volunteer in our sport.

Before you become certified as a Community Coach you need to do the following two things in this order.

1. Register in “the Locker” to receive your NCCP Number.
2. Complete an online module titled, “Commit to Kids for Coaches” for \$12 **OR** complete the online module titled, “Respect in Sport for Activity Leaders” for \$30
 - i. NOTE: The Respect in Sport module is required of Competition coaches, not Community coaches. If you eventually plan to be a Competitive coach this may be your best option to save a couple of dollars. FYI As at January 10, 2020 there are still about 200 free licenses up for grabs – see the instructions below
3. Email the CSI workshop instructor your NCCP number so they can verify you completed either the Commit to Kids module or the Respect in Sport module

STEP 1 **Log into The Locker and confirm your information**

1. Go online to www.coach.ca
2. Click on the tab that reads, “The Locker” (Top right hand corner in RED)
3. Click on “**Don’t have an NCCP#? Create one now!**” (unless you have one from another sport)
4. Follow the steps and email the Course Conductor your NCCP#
5. Proceed to step 2

STEP 2 **Complete the Safe Sport Training (Free)**

1. Click on ELEARNING
2. Select **Safe Sport Training** on the Available menu. If is not shown, make sure you are on *Multi-Sport and Coach & developer* on the drop downs at the top of the Elearning page
3. Proceed to Step 3 Option A if you do not wish to proceed further in coaching development or Step 3 Option B if you intend to move towards a Competitive Level.

STEP 3 Option A: How to complete the Commit to Kids module ~\$12

1. Go to the site <https://protectchildren.ca/en/get-involved/online-training/commit-to-kids-for-coaches/>
2. Register yourself in the module, "Commit to Kids for Coaches – Boundaries, Sexual Misconduct and Reporting" and be sure to enter your NCCP number when they ask for it. When they ask for your Organization enter "Canadian 5pin Bowlers Association".

STEP 3 Option B: How to complete the Respect in Sport for Activity Leaders module ~\$30 (possibly for free if licenses are still available)

1. This course can take 3-4 hours to complete but can be done over a period of time, not in one sitting.
2. Go to site <https://bfc-coach.respectgroupinc.com>
3. If you have an existing Activity Leader Program certificate, select "Already Certified?" and follow the prompts.
4. If you have an existing profile in any other Respect Group program, select "New to this Program?" then "Look-Up".
5. If this is your first time registering for a Respect Group Program, select "New to this Program?" followed by "Register".
6. Complete registration.
7. At the bottom of the registration page be sure to check the box "Allow"
Do you consent to allow Respect Group to share your information with the Coaching Association of Canada?

Allow Decline

Your date of birth is required in order to match your Respect in Sport profile to your NCCP profile!

Date of Birth *

Enter your date of birth. This is a requirement for accurately prov

Enter your NCCP number here, if known

Enter your NCCP number

8. Select "Submit" at the bottom of the page. You will be requested to review and accept the Privacy policy.
9. On the payment page, click "Enter Code"
10. Enter the **Free** Pre-Registration Code: **BFC-H4A6J2X**. If free licenses are not available, you can charge your credit card.
11. Once successfully logged in, you will default to the Home page. Select "Program Access" to view the modules.
12. To re-access the program, return to the same URL indicated above and enter the username and password created during registration.
13. Choose Respect in Sport for Activity Leaders