



COACH CERTIFICATION POLICY

Definitions

1. The following terms have these meanings in this Policy:
 - 1.1. “Coach” – an individual affiliated with a member Club and intending to coach synchronized swimming in the province of BC.
 - 1.2. “In Training” – when a coach has completed some of the required training for a context as defined by the Coaching Association of Canada (CAC).
 - 1.3. “Trained” – when a coach has completed all required training for a context as defined by the Coaching Association of Canada (CAC).
 - 1.4. “Certified” – when a coach has completed all evaluation requirements for a context as defined by the Coaching Association of Canada (CAC).

Purpose

2. The purpose of this policy is to ensure that synchronized swimming coaches in British Columbia are appropriately trained to deliver development programs to improve the skills, abilities and capacity of synchronized swimming participants. Minimum certification and training requirements ensure programs throughout B.C. align with Long Term Athlete Development (LTAD) principles, National Coaching Certification Program (NCCP) pathways, the Responsible Coaching Movement as well as Synchro BC’s values statement.

Synchro BC is committed to ensuring a safe, open and welcoming environment for all members through the promotion and delivery of ethical and sound coaching practices that align with the True Sport Principles.

Scope and Application of this Policy

3. This policy applies to all Synchro BC’s coaches and potential coaches. Any individual registered with a member Club as a coach must adhere to the stipulations outlined herein.

Training/Certification

4. Background Screening

All team officials, 18 years and older, who are assigned coaching duties with athletes under the age of 18 and wish to gain access to the pool deck during Synchro BC sanctioned competitions must complete a Vulnerable Sector Verification (VSV). Team Officials required to submit a VSV include Paid Head Coaches, National Stream Coaches and Assistant Coaches, Provincial Stream Coaches and Assistant Coaches, Recreational Coaches and Assistant Coaches and Team Managers.

**It is the discretion of Synchro BC and/or the club to accept a VSV that was issued for another organization (i.e. Synchro BC may accept a valid VSV for a provincial coach that was issued to a different organization whether it is a synchro club, sport club, not-for-profit, professional association or employer).*

5. Recreational Coaches (including Masters)

* Coaches leading the AquaGo Program must complete the AquaGo Instructor training as described in the Canada Artistic Swimming program guide. *

* Synchro BC recommends that Recreational Coaches participate in Competition Introduction (CI) training. *

5.1. Candidates intending to coach recreational programs in a Synchro BC member Club **must** demonstrate the achievement of the following requirements:

- a. Completion of the NCCP [Making Ethical Decisions Evaluation](#); **AND**
- b. Submission of the appropriate background screening as outlined in 4, above, and that has been validated within twenty-four (24) months of the start of the current season; **AND**
- c. Completion of the [Synchro Canada Respect in Sport for Activity Leaders](#) training.

5.2. A recreational coach may apply for an exemption to requirements 5. a., b., and/or c., in writing to Synchro BC's Sport Development Director with a letter of support from the club's Head Coach and Board of Directors. Exemptions are valid for one year, after which, the coach **must** comply with the requirements outlined above. No extensions will be granted. An individual coach is eligible to receive one exemption regardless of movement to a different club.

6. Provincial Stream and Competitive Masters Coaches

* Synchro BC recommends that Provincial Stream Coaches achieve their Competition Introduction (CI) certification. *

6.1. Candidates intending to coach Provincial Stream programs in a Synchro BC member Club **must** demonstrate the achievement of the following requirements:

- a. Competition Introduction (CI) Trained; **AND**
- b. Completion of the NCCP [Making Ethical Decisions Evaluation](#); **AND**
- c. Submission of the appropriate background screening as outlined in 4, above, and that has been validated within twenty-four (24) months of the start of the current season; **AND**
- d. Completion of the [Synchro Canada Respect in Sport for Activity Leaders](#) training.

6.2. A Competitive Masters Coach may apply for an exemption to requirements 6. a., in writing to Synchro BC's Sport Development Director with a letter of support from the club's Head Coach and Board of Directors. Exemptions are valid for one year, after which, the coach **must** comply with the requirements outlined above. No extensions will be granted. An individual coach is eligible to receive one exemption regardless of movement to a different club.

7. National Stream Coach Minimum Requirements

* Synchro BC recommends that National Stream Coaches achieve their Competition Development (CompDev) certification. *

7.1. Candidates wishing to coach National Stream programs in a Synchro BC Club **must** demonstrate the achievement of the following requirements:

- a. Competition Introduction (CI) Certified; **AND**
- b. Submission of the appropriate background screening as outlined in 4, above, and that has been validated within twenty-four (24) months of the start of the current season; **AND**
- c. Completion of the [Synchro Canada Respect in Sport for Activity Leaders](#) training.

7.2. Coaches attending and wishing to coach National Stream athletes and programs at Synchro Canada events (i.e. National Qualifier or National Championships) MUST meet the certification requirements outlined in the CASSA Rulebook.

Maintaining Certification

8. To maintain certified status, NCCP Coaches are required to obtain Professional Development (PD) points. PD points can be earned through a multitude of activities that coaches already participate in, including: national and provincial sport organization conferences and workshops, eLearning modules, NCCP workshops, coach mentorship programs, and active coaching.

An up-to-date record of an individual coach's PD Points is available through The Locker.

Demonstrating Eligibility

9. Each member Club must demonstrate that its coaches meet the minimum training/certification requirements outlined herein on an annual basis and prior to the start of the season. Proof of eligibility must be submitted to Synchro BC no later than one week prior to the start of the Annual Summit. Proof of eligibility may include but is not limited to:

- 9.1. A transcript from The Locker
- 9.2. Copies of relevant certificates or diplomas
- 9.3. Copies of criminal record checks

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