

Coaches Pre-Season Checklist

Pre-Season

- Review/Review Coaches Binder & understand MBDAA Policies and Procedures
- Review “Coaches’ Corner” on MBDAA website (forms & Resources)
- Gain Access to MBSportsWeb Control Panel (Login and Password Provided by MBDAA)
- Obtain Criminal Record Check (good for 3 years), Confirm Coaching certificates
- Print Medical forms
- Print Code of Conduct forms
- Register for Seasons Tournaments (Book Hotels) (Send Tournament Dates to L.L./Shamrock Conveners)
- Arrange “Start of the season” team builder
- Team Letter
- First Aid Kit/Trainers bag – Extra mouthguards, laces, tape, screwdriver etc.
 - *add all medical forms to when returned
- Whiteboards/Dry Erase markers
- On Ice Practice aids/Bingo Dabbers
- Practice & Game Pucks, Water Bottles
- Practice Jerseys (optional)
- Development plan for Season/Annual goals
- Dryland & or other off ice development/Fitness/team builders

Try-Outs

- Review Tryout list provide by MBDAA board
- Rep/AE – On Ice Tryout plan/Skills and Drills (Take into account number of Players Trying Out)
- Rep/AE - Evaluators & On Ice Help (no conflicts) forward by **AUGUST 15**

Season Start

- AP Players (Spare Goalie/s)
- Choose Bench Staff (They need to Criminal Record Checks & Coaches or trainers’ certificates)
- Provide List of Bench Staff to Coach’s Coordinator (need approval prior to season start)
- Confirm final Team OMHA Roster with AP’s and keep a printed/electronic copy
- Choose - Manager/Parent Rep/Jersey washers (Home and Away)/Time clock – home games
- Manager: Arrange Team communication (BBM, What’s App etc.)

Collect Team Funds & Rep Fee’s – (Rep / AE only)

Forward link to parents for respect in Sport Online Course

Team fundraiser – Optional

Team Apparel – Shirt/Jackets/Pants etc.

- Parent Rep: Collect Volunteer Cheques, Collect Code of Conduct & Medical forms
- Music/Playlist - Speaker