



## SAMPLE EMAIL TO COMPETITIVE COACHES

One tryouts start and you begin to cut players, I will need to know who's been cut.

After the cuts have been complete and parents have been informed please email myself and the lower coaches the name of the kids that have been cut down to the next level using the spreadsheet originally sent to you. Once I've seen you are at 17 players then I will produce a draft team list. After your first parent meeting and email and you have the volunteer names please email and forward those names using the form attached so I may add them and have your first draft out to you.

The qualifications are as follows:

### Competitive League Team Staff

Position	Police Check	Speakout <sup>1</sup>	Coaching Level	Trainer Level
Head Coach	√	√	Development 1 <sup>2</sup>	
Assistant Coach	√	√	Coach Stream <sup>3</sup>	
Trainer	√	√		Level 1
Manager	√	√		
Goaltender Coach	√ (if 16 and up)	√		
On Ice Volunteers	√ (if 16 and up)	√		

**ALL VOLUNTEERS MUST SUBMIT TO A POLICE CHECK, IF THE LAST POLICE CHECK YOU HAD DONE WAS FROM 2009 or EARLIER THAN YOU WILL REQUIRE A NEW ONE.**

<sup>1</sup> For Competitive league, Speakout must be obtained no later than September 30

<sup>2</sup> For Competitive league, Development 1 must be taken prior to the first league as you will required to be coaching games to complete the post task; You will have 30 days from the time you took the course to turn in your post task

<sup>3</sup> For Competitive League, Assistant Coaches must take Coach Stream no later than September 30