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Grassroots Coach Education Hosting Guide

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Ontario Soccer's 2022 Grassroots Coach Education

Ontario Soccer continues to build its information management systems to streamline access for the province's coaches. These opportunities will enhance their knowledge and skillsets while also providing a certification.

Working with the information technology provider E2E Sports, Ontario Soccer will continue to use the "Coach Centre" technology to facilitate our ongoing relationship with new and returning registered coaches across Ontario.

Ontario Soccer runs a schedule of more than 300 coaching courses annually, servicing over 6,000 coaches. Coach Centre enables all aspects of course management through an easy to use online system.

Among the specific uses, Coach Centre:

- provides approval for course requests from Clubs, Academies and Districts
- schedules Learning Facilitators
- oversees the financial management of the courses
- manages Grassroots Coach Education course practical sessions as well as other advanced coaching courses

When coaches complete a particular course, they will then be able to take advantage of the Coach Centre technology throughout the year—notably as a resource for any required technical information and support, including assistance with Long-Term Player Development (LTPD) – as well as navigate the platform to pursue further coach education opportunities to continue their personal development.

The following courses will be hosted on Coach Centre:

- Active Start (*practical session only*) - Ontario Soccer or Member hosted
- Fundamentals (*practical session only*)- Ontario Soccer or Member hosted
- Learn to Train (*practical session only*) - Ontario Soccer or Member hosted
- Soccer for Life (*practical session only*) - Ontario Soccer or Member hosted
- C Licence – Ontario Soccer hosted
- Ontario Soccer Goalkeeping Diploma – Ontario Soccer hosted
- Ontario Soccer TD Diploma – Ontario Soccer hosted
- Soccer Fitness Trainer Diploma Level 1– Ontario Soccer hosted
- Soccer Fitness Trainer Diploma Level 2 – Ontario Soccer hosted



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Coach Centre: Hosting a Course

Ontario Soccer members - Clubs or Districts - may act as a host, and to do so, must visit our website at <http://www.ontariosoccer.net/>. This site will provide documents for member organizations to access to ensure their course management experience is easy and efficient.

Step 1 – Creating an Account:

- Host organizations who wish to host a coaching course must request an administrator account by going to:
<http://www.coachcentre.ca/AccountRequest.aspx?ID=2> ○ This account will then be reviewed by Ontario Soccer and either approved or declined. Once approved, the host will receive notification via email.
 - If declined, the host will receive an explanation via email from Ontario Soccer staff.
- Once the account is approved, Coach Centre will prompt the account holder to fill in the contact information for the Host Organization.

Step 2 – Requesting to host a Course:

- Hosts will request a course of choice via Coach Centre.
- Hosts will have two options for payment: online payment through designated Ontario Soccer system or a certified cheque. Once payment is received by the Ontario Soccer office, the course will be approved on Coach Centre.
 - Payment must be made 30 days before the start date of the course. If the payment is not received in this time frame, the course is deemed cancelled.
- Hosts will receive an automatic email once a course has been approved.

Step 3 – Assignment of the Learning Facilitator

- During the application process, clubs will have the opportunity to request a specific Learning Facilitator. Hosts can make this request; however, the final assignment of a Learning Facilitator is at the sole discretion of Ontario Soccer. Each request will be reviewed on an individual basis.

Step 4 – Course Participant Registration:

- Participants **must be 16** years of age on or before the start date of the course they are attending.



- Candidates older than 14 years of age but under 16 may enrol in Canada Soccer Grassroots Coach Education courses, however, these individuals will not be recognized as having completed this training until their 16th birthday.
- Participants must complete the online theory component of the course, available through the Canada Soccer Grassroots Coach Education Program online learning management system, prior to registering for the practical component through Coach Centre.
- Coaches are to visit the following link to search and register for Ontario Soccer's coaching courses: <http://www.coachcentre.ca/PublicCourseSearch.aspx?ID=2> ○ More information can be found on [Ontario Soccer's website](#) for each course
- Once participants request/apply to participate in a coaching course, the host will receive an email notifying them that an application was received. The host must then sign in to Coach Centre and approve or decline the application. No other option is available for selection.
- It is the host's responsibility to manage the class list of the course they are hosting. They are fully responsible and are required to add and/or remove participants who did not show up or not attend the course.

Step 5 – Course Facilitation:

- After the Learning Facilitator is assigned to a course, they will have access to the host's contact information. This allows them to contact the host so they can work together to ensure specific course needs are met.
- The Learning Facilitator will also have access to the class list and have the ability to contact all participants.

Step 6 – Course Completion:

- The Learning Facilitator will finalize participant attendance and course details on Coach Centre.
- Participants are required to sign on to their Coach Centre account and complete the Learning Facilitator evaluation in order to complete the course.

Step 7 – Certificates, Final Course Reporting

- When participants complete the Learning Facilitator evaluation on their Coach Centre profile, they will be able to view and print their certificate of completion.



Grassroots Coach Education Online Theory

On April 15th, 2021, [Canada Soccer announced the launch of the online Grassroots Coach Education Program](#).

- The theory components of each Grassroots Coach Education Course, which were previously delivered in a classroom setting, are now completed online by the course participants.
- The practical components of each Grassroots Coach Education Course must still be completed on-field and led by a Learning Facilitator.

Host organizations will only be hosting the on-field practical component of the Grassroots Coach Education courses.

The theory component is delivered through an online learning management system accessible via the following websites:

1. To purchase access keys to the courses: <https://canada-soccer.myshopify.com/>
2. To redeem the access keys and access the course content: <http://www.canadasoccer.com/academy>

Coaches will be required to complete the theory component of a course prior to being able to attend the on-field practical component.

IMPORTANT

Prior to approving a coach's registration for the on-field practical component of the Grassroots Coach Education courses, the **host must verify that the coach has completed the online theory component of that particular course.**

This can be done by accessing a list of Theory-Trained coaches on this webpage: <https://www.ontariosoccer.net/theory-trained>.

The webpage above is protected. To gain access, please email Alex Di Noia (adinoia@ontariosoccer.net)



Practical Course Host Pricing

Courses	On-Field Practical Duration	Course Hosting Fee	Full Course per Person Rate
Active Start	3 Hours	\$960.00	\$40.00
Fundamentals	4 Hours	\$1,680.00	\$60.00
Learn to Train	6 Hours	\$3,000.00	\$150.00
Soccer for Life	6 Hours	\$3,600.00	\$150.00

Please note: All course hosting fees cover the maximum of 24 coaches to attend. A course must have a minimum of 16 coaches registered in order to be effectively run.



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FOR YOUR SAFETY

Ontario Soccer would like to ensure that the safety of all course participants is first and foremost. Therefore, it will be mandatory that all coaches be required to have correct footwear and shin pads when attending any of the on-field practical components of the Grassroots Coach Education Program Courses.

Footwear can consist of either indoor or outdoor soccer shoes, or running shoes depending on the course venue, layout and design.



Active Start

Stage 1 of Canada Soccer's Long Term Player Development, drawn from Canada Sport for Life's Long Term Development Model, is Active Start. It is designed for U4 to U5 players. It has also been called "First Kicks".

Soccer contributes to the well-being of children by engaging them in the sport while teaching them basic movements. At this introductory level, the objective is to get them moving and to keep active. Coaches working with young players in this stage should enroll in an Active Start coaching course.

Course	Ages	On-Field Practical Duration
Active Start	U4-U5 Players	3 hours



The course will provide information on the following:

- Grassroots Coach Education Program Requirements
- Learning through Mistakes
- Problem-Based Learning
- Growth & Development Characteristics
- Fundamental Movement Skills & Physical Literacy
- Coach & Parent Considerations
- Creating a Safe Environment
- Sport Safety & Managing Risks
- Transformational Coaching
- Parent Partnerships & Meetings
- Session Planning
- Matches & Competition
- Four Corner Approach

Course Costs:

The full Course Hosting fee must be paid to host the course. It is important that hosts register a minimum of 16 participants, to a maximum of 24 coaches, when hosting a course.

It is the host's responsibility to manage the class list of the course they are hosting. This includes collecting payment from participants, and verifying that participants have completed the online theory component prior to attending the practical on-field component.

Theory Component (Online):

The theory component of the Active Start course is now completed online on the Canada Soccer coach education platform by the course participants. It is estimated this will take approximately 1 hour. The course participants must complete all modules and the Checks for Understanding prior to the date of/attending the practical on-field component.

Active Start Modules:

- 1) Introduction to the Active Start Program
- 2) The Person
- 3) The Practice
- 4) The Play
- 5) Summary & Conclusion



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Facility Requirements:

The on-field practical component of the course can be held in a gymnasium, indoor soccer facility or on an outdoor soccer field. The course can be held on the weekend or during a weekday evening.

The facility must be booked for a minimum of 3 hours.

In good weather, courses may be run outdoors on an appropriate field (grass or artificial turf). A back-up venue, in case of inclement weather, is required. The minimum gymnasium/field space required to run the course is 30m x 20m. The larger the space, the better, as more coaches can then participate in the practical activities.

Equipment Requirements:

The host must supply a minimum of the following:

- One fully inflated size 3 soccer ball per participant
- A supply of 30 pinnies; 3 sets of ten, 3 different colours
- A supply of a minimum of 30 marker discs or cones
- Appropriately sized Portable Goals as per [Ontario Soccer's Grassroots Standards](#)

Fundamentals

Stage 2 of Canada Soccer's Long Term Player Development, drawn from Canada Sport for Life's Long Term Development Model, is Fundamentals. It is designed for U6 to U8 female players and U6 to U9 male players. It has also been called "Fun with the ball".

At this stage, individual player development is paramount. Coaches and teachers should create a stimulating learning environment where the atmosphere is "Freedom and Fun".

Course	Ages	On-Field Practical Duration
Fundamentals	U6-U8 Female Players or U6-U9 Male Players	4 hours



The course will provide information on the following:

- Grassroots Coach Education Program Requirements
- Growth & Development Characteristics
- Coach & Parent Considerations
- The Environment: Safe to Explore
- Transformational Coaching
- Session Planning
- Creating Realistic & Developmentally Appropriate Activities
- Four Corner Approach
- Learning through Mistakes
- Problem-Based Learning
- Fundamental Movement Skills & Physical Literacy
- Sport Safety & Managing Risks
- Parent Partnerships & Meetings
- Formations & Tactics
- Playing Time & Match Rules

Course Costs:

The full Course Hosting fee must be paid to host the course. It is important that hosts register a minimum of 16 participants, to a maximum of 24 coaches, when hosting a course.

It is the host's responsibility to manage the class list of the course they are hosting. This includes collecting payment from participants, and verifying that participants have completed the online theory component prior to attending the practical on-field component.

Theory Component (Online):

The theory component of the Fundamentals course is now completed online on the Canada Soccer coach education platform by the course participants. It is estimated this will take approximately 1.5 hours. The course participants must complete all modules and the Checks for Understanding prior to the date of/attending the practical on-field component.

Fundamentals Modules:

- 1) Introduction to the Fundamentals Program
- 2) The Person
- 3) The Practice
- 4) The Play
- 5) Summary & Conclusion

Facility Requirements:

The on-field practical component of the course can be held in a gymnasium, indoor soccer facility or on an outdoor soccer field. The course can be held on the weekend or during a weekday evening.

The facility must be booked for a minimum of 4 hours.

In good weather, courses may be run outdoors on an appropriate field (grass or artificial turf). A back-up venue, in case of inclement weather, is required. The minimum gymnasium/field space



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required to run the course is 50m x 30m. The larger the space, the better, as more coaches can then participate in the practical activities.

Equipment Requirements:

The host must supply a minimum of the following:

- One fully inflated size 4 soccer ball per participant
- A supply of 30 pinnies; 3 sets of ten, 3 different colours
- A supply of a minimum of 30 marker discs or cones
- Appropriately sized Portable Goals as per [Ontario Soccer's Grassroots Standards](#)

Learn to Train

Stage 3 of Canada Soccer's Long-Term Player Development, drawn from Canada Sport for Life's Long Term Development Model, is Learn to Train. It is designed for U9 to U12 players. It has also been called "The Golden Age of Learning".

The effect of the role model is very important at this stage. Children begin to identify with famous players and successful teams, and they want to learn imaginative skills. Skill demonstration is very important, and the players learn best by "doing." Players move from self-centered to self-critical, and they have a high stimulation level during basic skills training. This is also an important time to teach basic principles of play and to establish a training ethic and discipline. Repetitions in context are important to develop technical excellence, but creating a fun and challenging environment is still essential for stimulating learning.

Course	Ages	On-Field Practical Duration
Learn to Train	U9-U12 Players	6 hours



The course will provide information on the following:

- Grassroots Coach Education Program Requirements
- Growth & Development Characteristics
- Coach & Parent Considerations
- The Environment: Safe to Explore
- Transformational Coaching
- Session Planning
- Station-based Training
- Creating Realistic & Developmentally Appropriate Activities
- Four Corner Approach
- Learning through Mistakes
- Problem-Based Learning
- Fundamental Movement Skills & Physical Literacy
- Soccer-specific Skills
- Sport Safety & Managing Risks
- Parent Partnerships & Meetings
- Matches & Formal Competition
- Formations & Tactics
- Playing Time & Match Rules

Course Costs:

The full Course Hosting fee must be paid to host the course. It is important that hosts register a minimum of 16 participants, to a maximum of 24 coaches, when hosting a course.

It is the host's responsibility to manage the class list of the course they are hosting. This includes collecting payment from participants, and verifying that participants have completed the online theory component prior to attending the practical on-field component.

Theory Component (Online):

The theory component of the Learn to Train course is now completed online on the Canada Soccer coach education platform by the course participants. It is estimated this will take approximately 2 hours. The course participants must complete all modules and the Checks for Understanding prior to the date of/attending the practical on-field component.

Learn to Train Modules:

- 1) Introduction to the Learn to Train Program
- 2) The Person
- 3) The Practice
- 4) The Play
- 5) Summary & Conclusion

Facility Requirements:

The on-field practical component of the course can be held in a gymnasium, indoor soccer facility or on an outdoor soccer field. The course must be held on a weekend.

The facility must be booked for a minimum of 6 hours.

In good weather, courses may be run outdoors on an appropriate field (grass or artificial turf). A back-up venue, in case of inclement weather, is required. The minimum gymnasium/field space



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required to run the course is 50m x 30m. The larger the space, the better, as more coaches can then participate in the practical activities.

Equipment Requirements:

The host must supply a minimum of the following:

- One fully inflated size 4 soccer ball per participant
- A supply of 30 pinnies; 3 sets of ten, 3 different colours
- A supply of a minimum of 30 marker discs or cones
- Appropriately sized Portable Goals as per [Ontario Soccer's Grassroots Standards](#)

Soccer for Life

Stage 7 of Canada Soccer's Long-Term Player Development, drawn from Canada Sport for Life's Long-Term Development Model, is Soccer for Life. It is designed for players that are Under 13 & older. It has also been called "Soccer for Health".

At any stage in the Long-Term Player Development model, regardless of their level of ability, players may decide to play soccer as a purely recreational sport so they can continue to enjoy the game and maintain lifelong wellness. They might be youth players who decide not to pursue high performance, or they might be top players from senior clubs, colleges, universities, and semi-professional teams who enjoy competition but do not intend to play at the international level. They might also be complete newcomers to the game who discover an interest in soccer in late adolescence or adult life. Players at all levels should have opportunities to become active in soccer whether playing, coaching, officiating and/or administrating. The recruitment and retention of players, coaches, match officials and administrators is key to the ongoing development of all levels of soccer in Canada.

Course	Ages	On-Field Practical Duration
Soccer for Life	U13+ Players	6 hours



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The course will provide information on the following:

- Grassroots Coach Education Program Requirements
- Growth & Development Characteristics
- Coach & Parent Considerations
- Teaching & Learning
- Transformational Coaching
- Session Planning
- Creating the Environment
- Four Corner Approach
- Learning through Mistakes
- Problem-Based Learning
- Fundamental Movement Skills & Physical Literacy
- Principles of Play
- Soccer-Specific Skills
- Positional Play & Positions
- The 11v11 Format
- Formations & Tactics
- Sport Safety & Managing Risks
- Parent, Player & Coach Partnerships
- Formal & Informal Parent Meetings
- Matches & Formal Competition
- Playing Time Strategies
- Managing Inexperienced Players
- FIFA Laws of the Game & Match Rules

Course Costs:

The full Course Hosting fee must be paid to host the course. It is important that hosts register a minimum of 16 participants, to a maximum of 24 coaches, when hosting a course.

It is the host's responsibility to manage the class list of the course they are hosting. This includes collecting payment from participants, and verifying that participants have completed the online theory component prior to attending the practical on-field component.

Theory Component (Online):

The theory component of the Soccer for Life course is now completed online on the Canada Soccer coach education platform by the course participants. It is estimated this will take approximately 2 hours. The course participants must complete all modules and the Checks for Understanding prior to the date of/attending the practical on-field component.

Soccer for Life Modules:

- 1) Introduction to the Soccer for Life Program
- 2) The Person
- 3) The Practice
- 4) The Play
- 5) Summary & Conclusion

Facility Requirements:

The on-field practical component of the course can be held in a gymnasium, indoor soccer facility or on an outdoor soccer field. The course must be held on a weekend.



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The facility must be booked for a minimum of 6 hours.

In good weather, courses may be run outdoors on an appropriate field (grass or artificial turf). A back-up venue, in case of inclement weather, is required. The minimum gymnasium/field space required to run the course is 50m x 30m. The larger the space, the better, as more coaches can then participate in the practical activities.

Equipment Requirements:

The host must supply a minimum of the following:

- One fully inflated size 5 soccer ball per participant
- A supply of 30 pinnies; 3 sets of ten, 3 different colours
- A supply of a minimum of 30 marker discs or cones
- Full-sized Portable Goals

Participant Requirements

Coaches attending any of the Grassroots Coach Education practical courses must come prepared to attend the entire course and actively participate. Coaches are required to:

- Have previously completed the online theory component
- Be punctual to sign in so that the session starts on time
- Wear appropriate clothing, including but not limited to, tracksuit, shorts, shirt, shin pads, and, appropriate footwear
 - Depending on the venue, footwear must be turf/indoor/outdoor soccer shoes
- Bring a supply of drinking water and snacks as required
- Bring material to record notes such as a pen, pencil, notebook



Coaching Course Host Checklist

One week prior to the practical on-field course

- Have you updated your class list and approved or declined your course participants?
- Do you have a permit for your facility?
- Does the facility meet the size requirements for the type of course you are hosting?
- Do you have all the equipment for the type of course you are hosting?
- Have you communicated with your Learning Facilitator?
- Have you communicated with all your participants?
 - When to arrive? ○ How to find the facility?
 - What to wear and bring?

72 hours prior the course

- Final communication with Learning Facilitator, and final reminder for participants

Frequently Asked Questions

Host Questions	Answer
I do not have 16 participants in my coaching course; can I run the course anyways?	<p>No. Unfortunately, all courses need a minimum of 16 participants. This rule needs to be enforced because the sessions require this many participants to run effectively. This is also to ensure the sessions are run correctly and that the participants/coaches receive the best training for their registration fee.</p> <p>Connect with neighbouring organizations in your area, collaborating together to host one course could be an option.</p>




Participant Questions	Answer
What is my NCCP (<i>National Coaching Certification Program</i>) # and how do I access the Locker?	To retrieve your NCCP # you can contact NCCP directly – www.coach.ca . Ontario Soccer would like coaches to become familiar with using the Locker on a regular basis. You can contact NCCP for assistance if you would like access to the Locker and require assistance.
I took my Grassroots Coach Education course with Ontario Soccer several months ago and it is still not on my profile on the Locker. Who do I contact?	You can expect your Locker to be updated within 2-4 weeks after completion of the course. If this does not appear, please contact the Ontario Soccer Coach Development team. The certificate will appear in your Coach Centre account, after you have completed the course feedback.
What happens if I show up on a course and I am not registered?	All participants are required to register themselves on Coach Centre before attending the course. The applicant status should say “approved”. A coach may have the option of registering at the course with the host’s approval. If a coach is not registered, the Learning Facilitator will not allow you to attend the course.
What happens if I miss half the course?	Participants are required to attend the course entirely. There are no exceptions to this rule.
When and where can I find my course certificate?	Participant’s certificates are available once the participant completes the evaluation on the Learning Facilitator that conducted their course. The evaluations are on the coach’s profile on Coach Centre.
Where can I find Canada Soccer’s coaching material specific to the course I have registered for?	All material is hosted on the Canada Soccer Academy: http://www.canadasoccer.com/academy



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7601 Martin Grove Road, Vaughan ON, L4L 9E4
905.264.9390 ontariosoccer.net

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