Coach Eligibility and Certification Requirements

Reviewed Oct 1st, 2026 | 2026-27 Season

Effective date	Sept 1st, 2027
Approved by	Volleyball PEI Board of Directors
Review cycle	Annually, and whenever Volleyball Canada requirements change

1. Purpose

These requirements establish the minimum membership, screening, safe sport, concussion education, ethical decision-making, and NCCP training standards for coaches and other Persons in Authority participating in Volleyball PEI programs. The requirements are intended to create a safe, inclusive, responsible, and developmentally appropriate environment for athletes while providing coaches with a clear certification pathway.

2. Scope

This document applies to all coaches and Persons in Authority registered with Volleyball PEI, including club, spring league, provincial team, and other sanctioned program personnel. Additional Volleyball Canada requirements apply when a team attends the Youth National Championships.

3. Definitions

Person in Authority (PIA): A person associated with the operation of volleyball within a club or program who holds authority, influence, or responsibility over participants. This includes all coaching staff and any other membership categories designated by Volleyball PEI or Volleyball Canada.

Coaching Year: One indoor club or spring league season served as a head coach at the applicable level. Coaching more than one team during the same season counts as one coaching year. Seasons away from head coaching do not count toward the timeline.

Development Coach Workshop: The Volleyball Canada/NCCP Development Coach training workshop.

Certified Development Coach: A coach who has completed the Development Coach workshop, required portfolio/evaluation components, and holds active NCCP Certified status in the Locker.

The Locker: The Coaching Association of Canada's National Coaching Certification Program (NCCP) database used to record coach training, certification, and professional development.

4. Requirements for All Coaches and Persons in Authority (Big 4)

Before participating in any Volleyball PEI program, every coach and Person in Authority must satisfy the following requirements:

1. Hold the appropriate Volleyball PEI membership through SportLoMo.
2. Receive membership approval before becoming active in a program.
3. Complete a criminal record and vulnerable sector check within the previous three years and ensure it remains valid for the entire season of play. PIA under the age of 18 do not require a CRC or VS check.
4. Submit screening documentation through Sideline, or directly to Volleyball PEI for upload and verification.
5. Complete Coaches Association of Canada Safe Sport Training through The Locker.
6. Complete Making Head Way in Sport eLearning through The Locker.

Approval standard: A person is not considered an approved Volleyball PEI member until all required membership, waiver, screening, and safe sport items have been completed and Volleyball PEI has approved the membership through Sportlomo. All coaches will receive confirmation through Sportlomo once their membership has been approved.

5. Additional Requirement for All Head Coaches

Every head coach, at every age and program level, must complete Make Ethical Decisions (MED), including the applicable NCCP online evaluation or replacement eLearning required by the Coaching Association of Canada.

6. Volleyball PEI Head Coach Certification Pathway

6.1 Spring League and 14U-and-Under Head Coaches

7. Foundations of Volleyball eLearning; and
8. Make Ethical Decisions (MED), including the required evaluation/eLearning.

6.2 Head Coaches of 15U and Older Teams (excluding Spring League)

The following progressive pathway applies based on the coach's number of seasons head coaching at 15U or older:

Coaching year	Minimum training	Deadline	Status expected

Year 1	Foundations of Volleyball + MED	By the applicable VPEI roster lock/eligibility deadline	Foundations of Volleyball completed
Year 2	Foundations of Volleyball + MED	By the applicable VPEI roster lock/eligibility deadline	Foundations remains sufficient. Coaches are **strongly encouraged** to complete the Development Coach Workshop during Year 2.
Year 3	Certified Development Coach + MED	**By the VPEI roster lock deadline in Year 3**	Active Certified Development Coach status

Head Coach Progression: All head coaches must complete Foundations of Volleyball. Foundations remains the minimum coaching requirement through Years 1 and 2; however, VPEI strongly encourages coaches to complete the Development Coach Workshop during Year 2 to begin working toward certification. By the roster lock deadline in a coach's third year as a head coach, they must have completed all Development Coach certification requirements, including their evaluation, and hold Active Certified Development Coach status.

YEAR 1
Foundations + MED
↓
YEAR 2
Foundations + MED
Development Coach Workshop strongly encouraged
↓
YEAR 3
Certified Development Coach + MED
Evaluation completed and certification approved

7. Assistant Coaches

Assistant coaches must meet all requirements for Coaches and Persons in Authority in Section 4. Foundations of Volleyball, Development Coach training, and MED are strongly encouraged for assistant coaches unless another Volleyball PEI program standard, event rule, or Volleyball Canada requirement makes them mandatory. An assistant coach acting as the team's head coach is subject to the head coach requirements for that role.

8. Teams Attending Volleyball Canada Youth National Championships

A team choosing to attend Volleyball Canada Youth National Championships must comply with both Volleyball PEI requirements and the current Volleyball Canada Coach Eligibility Requirements. The 2026 Volleyball Canada requirements include the following:

Full VC 2027 Guidelines: 2027 Volleyball Canada Youth National Championships Coach Eligibility Requirements

8.1 Mandatory Requirements for All Persons in Authority

9. Criminal record and vulnerable sector check completed within the previous three years and valid through the 2025-2026 season.
10. Annual Screening Disclosure Form.
11. Coaches Association of Canada Safe Sport Training, completed before provincial/territorial membership approval.

8.2 Mandatory Requirements for Every Coach on a Nationals Roster

12. Making Head Way in Sport eLearning.
13. Foundations of Volleyball eLearning, unless the coach has completed the Development Coach Workshop, which Volleyball PEI recognizes as satisfying and overriding the Foundations requirement.
14. Make Ethical Decisions: the MED Online Evaluation for coaches who completed it before April 1, 2026, or the new CAC MED eLearning for coaches who had not completed the previous version.

Volleyball Canada 2027 completion deadline: March 15, 2027, for the mandatory coach requirements listed above.

8.3 Nationals Head Coach Certification Requirements

15. Head Coaches participating at a National Championship for the 2nd year are required to have successfully completed a **DEVELOPMENT COACH WORKSHOP** Head Coaches participating at a National Championship for a 3 rd year, or more, are required to have active **CERTIFIED DEVELOPMENT COACH** status.
16. Advanced Development Coach training is accepted by Volleyball Canada as satisfying the first-year head coach workshop requirement.
17. Certified coaches must maintain active NCCP status in the Locker. An inactive certification status is not eligible.

Volleyball Canada 2027 completion deadline: March 15, 2027, for the mandatory coach requirements listed above.

8.4 Sanctions and Exemptions at Nationals

Coaches who have not met the requirements by the March 15, 2027 deadline may submit an exemption application. Exemptions will only be considered under the following conditions: - A head coach is assigned to a team roster after March 30, 2027 – based on approved roster changes by VC. If a coach is assigned late to a roster, verification from the PTA must be provided. Coaches who do not meet the Certification Requirements will be contacted and provided with the exemption application by email after March 15, 2027. A coach that received an exemption previously (2023-2026) is not permitted to submit a 2 nd exemption request. Any exemptions provided by the PTA are not applicable to the VC Nationals exemption process. An exemption application does NOT guarantee an exemption will be provided.

9. Deadlines and Roster Approval

Coach Eligibility Deadline

All applicable VPEI coach education and certification requirements must be completed by **March 15, 2027**.

Mandatory membership, CRC/VSC, Safe Sport, Making Head Way, and screening requirements must be completed **before any athlete-facing activity begins**.

Coaches attending Volleyball Canada National Championships must also meet all applicable Volleyball Canada requirements and deadlines.

Clubs are responsible for ensuring their coaches meet all requirements by the applicable deadlines.

10. Compliance and Verification

10.1 Coaching Requirements

All NCCP coaching workshops, evaluations, and certifications must be completed through **Volleyball Connect**.

Coaches can access Volleyball Connect through their **SportLoMo coaching account** to:

- Register for NCCP coaching workshops and evaluations.
- View their coaching pathway and certification status.
- Track progress toward Development Coach, Advanced Development Coach, and Performance Coach certification

10.2 Verification of Coaching Requirements

Volleyball PEI verifies coaching certifications directly through the **NCCP Locker and Volleyball Connect**.

Coaches are encouraged to regularly review their certification status within **The Locker and Volleyball Connect** to ensure all coaching requirements have been completed and recorded correctly.

Clubs may be asked to submit screenshots from **The Locker** to verify coaching certifications. Alternatively, Volleyball PEI may verify coaching certifications directly through coaches' NCCP Locker accounts.

10.3 Verification of Person in Authority Requirements

All coaches and Persons in Authority are responsible for ensuring their PIA requirements remain current.

PIA requirements include:

- Valid Volleyball PEI Membership
- Criminal Record Check / Vulnerable Sector Check

- Safe Sport Training
- Making Head Way in Sport

Coaches can track the status of their PIA requirements through **Sideline**, which serves as Volleyball PEI's primary screening and verification platform.

Volleyball PEI expects all PIA requirements to be completed **prior to the start of club tryouts each season (Nov 16, 2026)**. Coaches who have not satisfied the Big Four PIA requirements may not participate in sanctioned Volleyball PEI programming until all requirements have been met.

10.4 Provincial Championship and National Championship Eligibility

All coaching requirements must be completed prior to the applicable **Volleyball PEI roster lock deadline of March 15th, 2027.**

10.5 Non-Compliance

Any coach who has not met the required coaching certifications by the roster lock deadline:

- Will be ineligible to participate as a coach at the Volleyball PEI Provincial Championships.
- May be removed from the official roster until all requirements have been satisfied.

Volleyball PEI reserves the right to impose sanctions for non-compliance with this policy, including coach ineligibility, roster removal, fines, or other disciplinary measures as determined by the Executive Director or Board of Directors**.**

11. Recommended Additional Education

Volleyball PEI encourages all coaches to pursue ongoing professional development beyond the minimum coaching requirements. Continuous learning helps coaches provide safe, inclusive, and athlete-centred experiences while supporting long-term coach development.

Sport PEI VIP Coach Program

Volleyball PEI strongly encourages coaches to apply for the **Sport PEI VIP Coach Program**, which recognizes coaches who demonstrate a commitment to safe sport, coach education, and professional development.

To become a **VIP Coach**, applicants must currently meet the following requirements:

- Be **NCCP Trained or Certified** in the sport identified within the application.
- Complete **CAC Safe Sport Training**.
- Complete **CAC Mental Health in Sport**.
- Complete **NCCP Make Ethical Decisions (MED)**.
- Complete **NCCP Making Head Way in Sport**.
- Submit a **Criminal Record Check** completed within the previous six months (a Vulnerable Sector Check may be required depending on the results).
- Be a coach from Prince Edward Island or currently coaching within Prince Edward Island.

The Sport PEI VIP Program provides coaches with a variety of benefits, including professional development opportunities, networking with coaches across Prince Edward Island, a coach apparel package, discounts with local partners, and recognition for their commitment to quality coaching.

For additional information, eligibility requirements, or to apply, visit the Sport PEI VIP Program:

https://sportpei.pe.ca/vip-program/

Quick Reference Matrix

Role / Level	All PIA requirements	Making Head Way	MED	Foundations	Development Coach
All coaches / PIA	Required	Required	Head coaches required	By role	By role
Spring League head coach	Required	Required	Required	Required	Encouraged, not required
14U-and-under head coach	Required	Required	Required	Required	Encouraged, not required
15U-and-over head coach	Required	Required	Required	Required	Required by year 3

Source and Annual Review Note

The Volleyball Canada Nationals provisions in this document are based on the “2027 Volleyball Canada Youth National Championships Coach Eligibility Requirements,”. Volleyball Canada notes that its document may change without notice. Volleyball PEI should review and update this policy annually before registration and roster deadlines are announced.