



ONTARIO
BASKETBALL

ONTARIO BASKETBALL
COACHING MANUAL

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INTRODUCTION

Welcome to the **Ontario Basketball Coaching Manual**.

This resource has been created to provide coaches with a clear, step-by-step guide to understanding and obtaining the certifications required to coach youth basketball in Ontario. Our goal is to make the certification pathway simple, transparent, and accessible—so you know exactly **what is required for your age group, why it matters, and how to complete each step**.

By following this manual, you will be able to:

- Identify the certification level that applies to your coaching role and age category.
- Learn how to register for workshops, create your NCCP profile, and track your progress.
- Understand the timelines, requirements, and evaluation process for moving from “Trained” to “Certified.”
- Access direct links, resources, and support so you can complete your certification with confidence.

This manual is designed to **reduce confusion and empower you to take charge of your own coaching pathway**. Once completed, you will be fully equipped to meet Ontario Basketball’s coaching standards and to provide the best possible experience for athletes at every level.

For any questions or assistance with your coaching pathway, please contact

coaching@basketball.on.ca



OBTAINING AN NCCP NUMBER

The National Coaching Certification Program (NCCP) is Canada's official coach education program, recognized across all sports. Every coach in Ontario Basketball must be part of this program to begin their certification pathway.

An NCCP Number is your personal identification number in the NCCP system. Think of it as your coaching ID—it keeps a permanent record of all your courses, workshops, and certifications in one place.

You need an NCCP number because:

It allows you to register for Ontario Basketball coaching workshops such as Learn to Train or Train to Train.

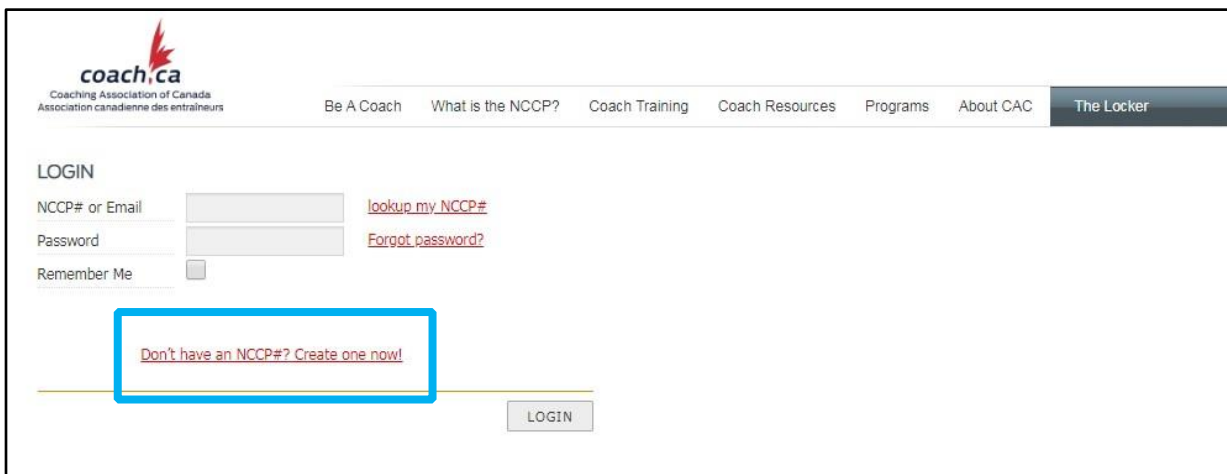
- It keeps track of your progress, evaluations, and completed requirements.
- It ensures Ontario Basketball can verify your certification when registering teams.
- It gives you access to The Locker (coach.ca), where you can see your transcript, update your profile, and print your certification record at any time.
- Without an NCCP number, you cannot register for courses or begin your coaching certification. Creating one is quick, free, and only needs to be done once. Once you have your number, it will stay with you for your entire coaching career.



OBTAINING AN NCCP NUMBER

Here is a step-by-step guide on how to obtain your NCCP number.


Once you are on (or have been redirected to) www.thelocker.coach.ca, click “Create one now!”



The screenshot shows the login page for coach.ca. At the top left is the logo for the Coaching Association of Canada (CAC) with the text "coach.ca" and "Coaching Association of Canada / Association canadienne des entraîneurs". To the right of the logo is a navigation menu with links: "Be A Coach", "What is the NCCP?", "Coach Training", "Coach Resources", "Programs", "About CAC", and "The Locker". Below the navigation menu is the "LOGIN" section. It contains three input fields: "NCCP# or Email", "Password", and "Remember Me" (with a checkbox). To the right of the "NCCP# or Email" field is a link "lookup my NCCP#". To the right of the "Password" field is a link "Forgot password?". Below the "Remember Me" checkbox is a link "Don't have an NCCP#? Create one now!". This link is highlighted with a blue rectangular box. At the bottom right of the login section is a "LOGIN" button.

Please read the Terms and Conditions and Privacy Policy and check off “I agree” and click “Continue”





Be A CoachWhat is the NCCP?Coach TrainingCoach ResourcesProgramsAbout CACThe Locker

Welcome!

The Locker is an important tool that supports the efforts of all Canadians involved in coach education. Access to this site will provide all coaches with the opportunity to track their progress and guide their development.

The Locker has been developed by the Coaching Association of Canada to support its mission of enhancing the experiences of all Canadian athletes through quality coaching.

ACCESS

Coaches with a Locker account can view/update personal information, coaching records and access printable transcripts.

REGISTERING WITH THE LOCKER

- To register for an account please provide your name, birthday, and email address. These are necessary to uniquely identify you in The Locker.
- [Terms and Conditions](#)
- [Privacy Policy](#)

☒ I agree

BACK

CONTINUE

Select “I want to create a locker account....” And fill in your personal information. Once complete, a verification email will be sent to your address where you would have to click in the message to continue.



REGISTRATION

☒ I want to create a Locker account for access to my transcript, eLearning opportunities, to sign up for coaching events, and more!

PROFILE

Email


First name

Last name

Gender

Select ▼

Birthday

YYYY-MM-DD 

ADDRESS

Address

Country

Canada ▼

Prov./Terr.

Select ▼

Municipality

Postal code

You will be redirected to a link where you can set your password for the Locker.
(Suggestion: use the same password you plan to use for your Gameplan account). Click “Submit”.

This is a one-time link. If you close this page or navigate away, the link will become invalid and you will have to submit another request.

THANK YOU FOR VERIFYING YOUR EMAIL ADDRESS.

Now please choose a secure password.

SECURITY

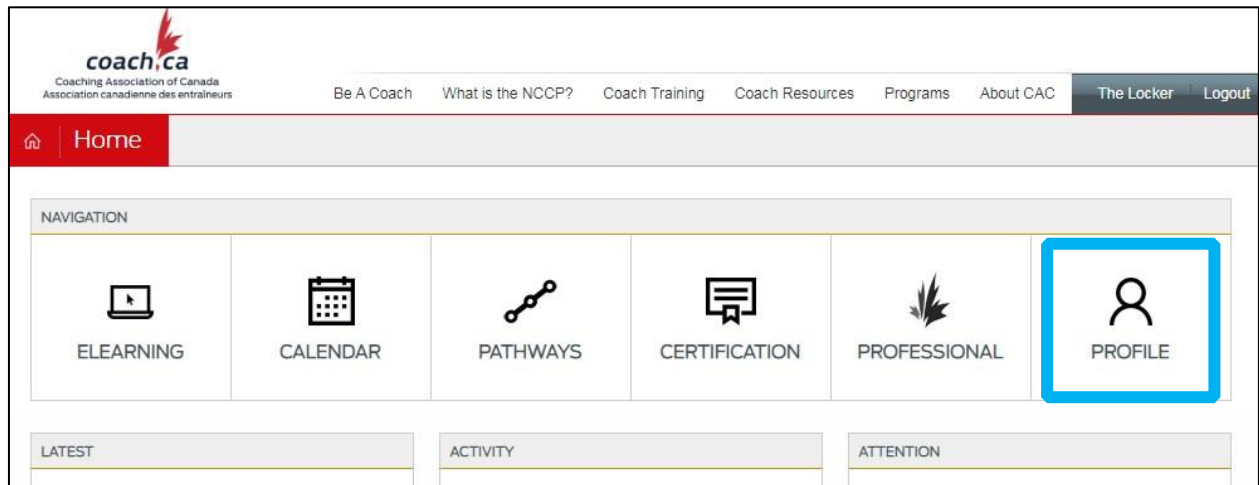
Password *

Confirm password *

SUBMIT



You will be brought to the homepage. To retrieve your NCCP number click on the “Profile” icon.



On the top-left corner under details is where you will find your NCCP #. Please use this number when registering for workshops and creating a Gameplan account in the future.



DETERMINING COACHING LEVEL AND REQUIREMENTS

Once you have your **NCCP number**, the next step is to figure out **which** level of certification **you need**. Your requirements depend on the **age group** you are coaching and whether you are the **Head Coach** or an **Assistant Coach**.

Ontario Basketball follows the **Long-Term Athlete Development (LTAD)** model, which aligns specific coaching education with the developmental stage of athletes. This ensures that athletes are guided by coaches with the right training for their age and stage of development.



Age Group (Team Level)	Head Coach Requirement	Assistant Coach Requirement	Manager Requirement
U10–U12	<i>Certified Learn to Train (L2T)</i>	<i>Trained Learn to Train (L2T)</i>	<i>Trained Learn to Train (L2T)</i> OR valid First Aid OR High Five OR Athletic Trainer certification
U13–U14	<i>Certified Train to Train (T2T)</i>	<i>Trained Train to Train (T2T)</i>	<i>Certified Learn to Train (L2T)</i> OR valid First Aid OR High Five OR Athletic Trainer certification
U15–U19	<i>Certified Train to Train (T2T)</i>	<i>Trained Train to Train (T2T)</i>	<i>Certified Learn to Train (L2T)</i> OR valid First Aid OR High Five OR Athletic Trainer certification

Key terms to know:

- **Trained** = You have completed the workshop and MED but have not yet gone through the evaluation process.
- **Certified** = You have completed both the workshop *and* the evaluation (portfolio + on-court). Certification should be completed **within one year** of training.

Why this matters:

- Ontario Basketball will **verify your certification status** when teams are registered.
- Coaches who do not meet the requirements **cannot be officially registered or allowed to coach in OBA-sanctioned events**.
- Meeting these standards ensures that every athlete in Ontario has a qualified coach who can provide the right instruction at the right stage.

GAMEPLAN

Once you have your **NCCP number** and know what level you need to achieve, the next step is to create an account with **Game Plan**.

What is Game Plan?

Game Plan is Canada Basketball's online coaching education platform. It is where all Ontario Basketball coaches go to:

- Register for the **Learn to Train** or **Train to Train** workshops.

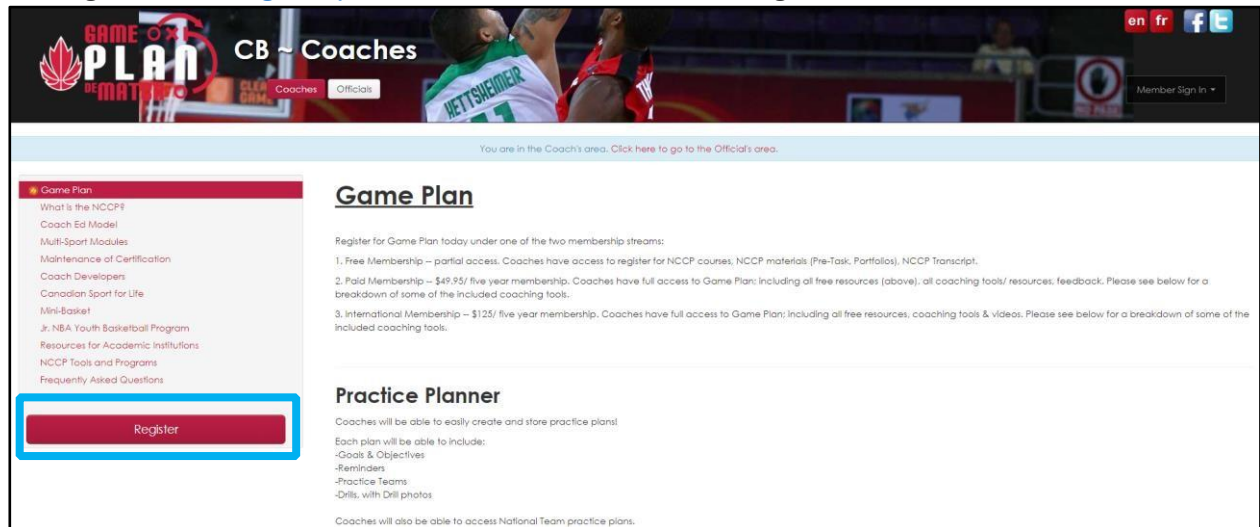


- Complete any required **pre-task modules** before attending an in-person workshop.
- Access and submit your **Make Ethical Decisions (MED)** evaluations.
- Complete and upload your **Coach Portfolio** as part of the certification process.
- Track your progress through the certification pathway.

Why do you need Game Plan?

Game Plan works together with your **NCCP number** and **The Locker** to keep all your coaching requirements organized in one place. Without a Game Plan account, you cannot register for courses or complete the steps needed to move from *Trained* to *Certified*.

1. Log on to www.gameplanbasketball.ca and click “Register”



2. Select “Canada” as your country and you will be redirected to a registration page. Select the “Free” version and create your own Username and Password. **Use the same NCCP number just created.**



Please complete the following form to register:
Free for partial access to Game Plan or \$49.95 for access to the complete site.

* Select your country to begin Canada

* Version ☐ Paid(\$49.95) ☒ Free ?

* username
Create your own (to access the site)
Letters, numbers, and '_' only

* password
Create your own (to access the site)

NCCP Number
Don't have an NCCP number? [Get one here](#)

* First Name

www.thelockecoab.ca

- Once you've entered all your information, click "Continue". You will receive a confirmation email with your details.
- You will be redirected to your default login page where you can see your certifications and register for courses.

Basketball Development's Certification

Community

FUNDamentals

FUNDamentals Pre-Task			
	Component	Registered	Completed
1	FUNDamentals Pre-Task	register	—

FUNDamentals Workshops			
	Component	Registered	Completed
1	FUNDamentals Technical/Steve Nash Youth Basketball module	register	—
2	FUNDamentals Theory Module	register	—



5. Scroll down to the Certification in which you wish to register for (ex. Learn to Train).
Register and complete first the Pre-Task Module. Then click “Register” under any of the Workshop component.

(note: you must finish the Pre-Task Module first in order to Register for the **Train to Train** course)

Learn to Train

L2T Pre-Task

	Component	Registered	Completed
1	L2T Pre-Task	register	---

L2T Workshops

	Component	Registered	Completed
1	L2T Making Ethical Decisions module	register	---
2	L2T Modified Games Classroom module	register	---
3	L2T Modified Games Practice module	register	---
4	L2T Planning a Practice module	register	---

6. You will then be redirected to a page with all the available courses. Scroll to find the one you wish to attend and click “Register”.

You are viewing recent and upcoming clinics. [click here to view all](#)

Province: Ontario Workshop Module: BB - L2T Making E 2019

Workshops

	City	Workshop Name	Module(s)	Date	Location	Cost	Facilitator	Contact	Contact Email	Notes
✓ Register	Scarborough	Learn to Train	★ L2T Making Ethical Decisions module ★ L2T Modified Games Classroom module ★ L2T Modified Games Practice module ★ L2T Planning a Practice module	Oct 26/19 @ 9:00am to Oct 27/19 @ 5:00pm	St. John Paul II Catholic Secondary School	\$325	Richard Kurczyk	Peter Jones	✉	-
FULL	Waterloo	Learn to Train	★ L2T Making Ethical Decisions module ★ L2T Modified Games Classroom module ★ L2T Modified Games Practice module ★ L2T Planning a Practice module	Oct 26/19 @ 9:00am to Oct 27/19 @ 5:00pm	Kitchener-Waterloo CI	\$325	Mike Quigley	Mike Quigley	✉	-

7. Click “Register with Credit Card” and proceed with the PayPal Payment.



Basketball is registering for **L2T Making Ethical Decisions module (\$ 325)** Clinic

Oct 26/19 @ St. John Paul II Catholic Secondary School

Enter an Access ID [✓ Register with Access ID](#)


OR Register with credit card below

\$325.00

Coupon Code (optional):

[✓ Register with Credit Card](#)

Ontario Basketball Association


\$325.00 CAD


Have a PayPal account? [Log In](#)

or

Pay with credit or Visa Debit card

We don't share your financial details with the merchant.


Country/Region
Canada



Card number

Expires CVV

First name Last name



PayPal is the safe, easy way to pay

No matter where you shop, we keep your financial information secure.

L2T & T2T PATHWAY TO CERTIFICATION

Once you've registered on **Game Plan** and know your context (**Learn to Train** or **Train to Train**), your certification has five parts:

At-a-Glance Flow

1. **Pre-Task (in Game Plan)** → *complete before the clinic*



2. **In-Person Clinic (OBA-facilitated)** → *you become “In Training”*
3. **MED – Make Ethical Decisions (in The Locker)** → *complete after the clinic, then you become “Trained”*
4. **Coach Portfolio (in Game Plan)**
5. **Practice Observation / On-Court Evaluation (scheduled via OBA)**
6. **Status updates to “Certified” in The Locker and Gameplan**

All coaches must first complete and achieve certified status in **Learn to Train (L2T)** before they can move on to **Train to Train (T2T)**. This ensures that you build a strong foundation in athlete development before advancing to more complex coaching concepts.

1. Pre-Task Module

- **What it is:** An **online module** you must complete in Game Plan *before* you can attend the in-person clinic.
 - **Purpose:** Introduces you to the coaching concepts you’ll cover in the clinic (athlete development, safety, practice planning, etc.).
 - **Completion:** Done at your own pace, usually takes 1–2 hours. Once finished, you unlock access to the in-person workshop.
-

2. In-Person Clinic

- **Format:** Facilitated by an Ontario Basketball Learning Facilitator.
 - **L2T (ages 8–12):** A mix of classroom and on-court instruction focused on teaching fundamentals, skill development, and practice planning. Typically runs over **two days (about 16–18 hours)**.
 - **T2T (ages 13–18):** Includes classroom and on-court learning, but with more advanced focus on tactics, athlete development, and mental skills. Runs over **2.5 days (about 18–20 hours)**.
 - **Outcome:** Once you attend and complete your MED, you become **“Trained”** in that context.
-

3. Make Ethical Decisions (MED)



- **What it is:** An online evaluation delivered through **The Locker (coach.ca)**.
 - **Purpose:** Ensures all coaches understand how to handle common ethical situations (e.g., dealing with conflicts, athlete safety, appropriate behaviour).
 - **Completion:** After your clinic, you log into The Locker to complete the MED online evaluation. A passing grade is required for certification.
-

4. Coach Portfolio

- **What it is:** A set of assignments and planning documents (practice plans, season plan, athlete monitoring, etc.) that you submit online through **Game Plan**.
 - **Purpose:** Demonstrates your ability to apply what you learned in the clinic to your actual team environment.
 - **Submission:** Uploaded directly in Game Plan. Reviewed by an NCCP evaluator.
-

5. Practice Observation / On-Court Evaluation

- **What it is:** A certified evaluator observes you coaching an actual practice with your team.
 - **Purpose:** Confirms that you can apply the skills and methods learned in the workshop in a real coaching environment.
 - **Scheduling:** Arranged through Ontario Basketball after your portfolio is submitted. Must register through Gameplan.
-

Moving from Trained → Certified

- **Trained** = You've attended the in-person workshop (L2T or T2T) and completed MED.
- **Certified** = You've:
 1. Completed the **Pre-Task**
 2. Attended the **In-Person Clinic**



3. Passed the **MED Evaluation**
4. Submitted your **Portfolio**
5. Successfully completed the **On-Court Practice Observation**

Once all these steps are complete, your status in **Gameplan** will update to **Certified** for that context.

Completing Your MED Evaluation in The Locker

After you attend your **Learn to Train (L2T)** or **Train to Train (T2T)** clinic, you must complete the **Make Ethical Decisions (MED) online evaluation** to become “Trained”

Step-by-Step:

1. **Log in to The Locker**

- Go to www.thelocker.coach.ca
- Enter your email and password (the same ones you used when creating your NCCP number).

2. **Access the MED Evaluation**

- From your dashboard, go to the “**eLearning**” tab.
- Look for **Make Ethical Decisions Online Evaluation** under “Available Evaluations.”

3. **Choose Your Option**

- If you have **completed an MED training module** in your workshop, the evaluation is **free**.
- If you have not taken MED training, you will need to pay a small fee to access the evaluation.

4. **Complete the Evaluation**

- The test takes about **1–2 hours** to complete.
- It presents real-world coaching scenarios where you must choose the most ethical response.

5. **Submit & Receive Results**



- Once submitted, your results are processed immediately.
- A **passing grade** is required to move forward in certification.

6. Check Your Locker Transcript

- Once passed, your transcript in **The Locker** will update to show **MED – Certified**.
- Ontario Basketball will be able to see this when verifying your coaching status.

REGISTRATION & VERIFICATION

Once you have completed your workshop and are working toward certification, the next step is to **register as a coach in RAMP**, Ontario Basketball's official registration system.

How it works:

- All coaches, managers, and team staff must have an active **RAMP profile** connected to their **NCCP number**.
- During team registration, you (or your club administrator) will be required to enter your NCCP number into RAMP. This connects your OBA registration with your official coaching record in **Gameplan**.

Why it matters:

- Ontario Basketball uses this connection to **verify that your certification level matches your coaching role and age group**.
- For example:
 - If you are listed as a **Head Coach of a U13 team**, RAMP will confirm that you hold **Train to Train Certified** status.
 - If you are listed as an **Assistant Coach**, RAMP will check that you are at least **Train to Train Trained**.
 - If you are a **Manager**, RAMP will verify that you meet the required standards (e.g., L2T, First Aid, High Five, or Athletic Trainer certification).

Important:

- If your certification does not meet the requirements for the role you are registered in, **you will not be approved to coach or be listed on the official roster**.



- This process ensures every athlete in Ontario is supported by a staff team that meets the proper certification standards.

Key tip: Always double-check that the NCCP number in your RAMP profile matches the one in The Locker and Gameplan. If there is a mismatch or error, your certifications may not be recognized correctly.

