



# **HIAWATHA SKATING CLUB**

**2020-2021**

**HANDBOOK**



# Hiawatha Skating Club

## Parent and Skater Handbook

### Hello and Welcome!

Welcome to the sport of figure skating! We hope this parent and skater handbook will help you be informed and knowledgeable about the Hiawatha Skating Club and the sport of figure skating. Whether you are new to figure skating or an experienced skater/parent, we encourage you to read through the book to inform and update yourself on key information and policies of our club. We hope many of your questions are answered in the handbook, but if not, we always welcome questions and suggestions to help our club grow and improve each season.

General topics include family involvement; skating program information; professional staff and private lessons; skate care and needs; show expectations; advancing in skating; ice rules and etiquette; and more!

Our new monthly newsletter, The Toe Pick Times, will keep you updated with the latest news about the club, skaters, coaches, and more! It will be available monthly via email, Facebook, and posted on the website. Our goal is to keep our members and families well informed and involved with the club.

Figure skating can help develop not just skating skills, but also stamina, poise, confidence, independence, friendships, and much more. We hope figure skating will be more than a sport by providing many years of enjoyment and positive experiences for you and your skater. Thank you choosing Hiawatha Skating Club!

Sincerely,

The Hiawatha Skating Club Board of Directors and Coaching Staff

### A LETTER FROM THE PRESIDENT

Welcome to the 2020-2021 skating season! We are very excited that you are joining us! My name is Katelynn Coon and I am honored to serve as your club president for the 2<sup>nd</sup> year. I've been part of the club since 2015 and am thrilled to help lead this club in offering figure skating opportunities to the community.

As with anything going on this year, experiences may be different. As we navigate through this pandemic, safety is our number one concern. We hope that you will join us in maintaining the social responsibility it will take to ensure a safe, healthy environment for all. Although some decisions are out of our control, please know our board is doing the best we can to get ice time, and offer a positive experience!

I want to encourage anyone that wants to be involved to seek out any of our Board Members to find out how. Our volunteers and parents are what makes this Club successful and long lasting. With over 80 years of club history, there is so much passion and dedication to the sport of skating and our club. I want to thank every one of you for helping to continue our legacy and commitment to our community, especially your support to the club, coaches and the skaters.

As you can see we have included a lot of information within this packet and hope it will help answer some questions and concerns. Welcome to Hiawatha Skating Club!



Thank you,

*Katelynn Coon*, President



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### CLUB ADDRESS AND CONTACT INFORMATION

**Mail:** P.O. Box 1232, Sault Ste. Marie, MI 49783

**Location:** Pullar Community Center, 425 E. Portage Ave, Sault Ste. Marie, MI 49783

**Email:** [hiawathaskatingclub@gmail.com](mailto:hiawathaskatingclub@gmail.com)

**Website:** <https://www.hiawathaskatingclub.com/>

**Facebook:** @hiawathask8ingclub

### 2020-2021 BOARD MEMBERS

Katelynn Coon, President.....kcoon2@lssu.edu  
Anne Van, Vice-President.....avan1@lssu.edu  
Amy Shields, Secretary.....amy\_shields@live.com  
Cathy Agar, Treasurer.....cathy.agar@gmail.com  
Stacey Miller.....staceym@eupschools.org  
Jenn Vandersys.....jenn\_616111@yahoo.com  
Emily Moreau.....matandemily@yahoo.com  
Amber McLean.....ambermclean1982@gmail.com  
Kandi Wright.....kandi1823@yahoo.com

### 2020-2021 COMMITTEE CHAIRPERSONS

For contact information for committee chairpersons, please contact a member of the board.

**Testing:** Corrie Rath & Stacey Miller

**Safe Sport:** Stacey Miller

**Sanctions:** Cathy Agar

**Membership:** Cathy Agar

**Learn to Skate:** Kandi Wright

**Employment/Personnel:** Katelynn Coon, & Cathy Agar

**Ice:** Katelynn Coon, Anne Van, Amy Shields, Stacey Miller, Kerry Laitinen

**Communication, Publicity, Community Events:** TBD

**Ice Revue:** Board of Directors

**Club Historian:** Cathy Agar

**Banquet:** Kerry Laitinen and Heather Anderson

**Fundraising:** Jenn Vandersys

**Gala:** Jackie Killips



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### CLUB ORGANIZATION

Hiawatha Skating Club (HSC) is a non-profit organization under the direction of the Board of Directors, located in Sault Ste. Marie, Michigan, since 1941. It is an organization designed to support the sport of figure skating and introduction to hockey in our community.

Being an HSC member allows a skater to take tests governed by United States Figure Skating (USFS) and to participate in sanctioned competitions and other skating events.

The board consists of 9 members with 3-year terms. Board elections are held at the annual meeting in May, with board positions being elected in June. All newly elected positions begin terms starting July 1<sup>st</sup>.

We operate according to the guidelines of United States Figure Skating. Monthly board meetings are conducted and all skating parents are welcome to attend. Meeting dates are posted on the HSC bulletin board (located in the Pullar Community Center) and website. Names and email contact information for board members is available on the HSC website and within this handbook. Contact any of the board members with questions or concerns.

### HSC OPERATIONS AND MISSION

Hiawatha Skating Club operations are governed by the club by-laws. Copies of the club by-laws are available from the board secretary and on the HSC website.

#### Mission

The mission of the Hiawatha Skating Club is to provide a healthy form of recreation, develop favorable character traits in its members through the practice of cooperation and sportsmanship in all the club activities, and encourage the instruction, practice and advancement of the members in moves in the field, freestyle, dance and all types of figure skating. Also, to sponsor, produce and cooperate in the production of amateur ice carnivals, exhibitions and revues and to carry out the general policies of United States Figure Skating.

### MEMBERSHIP OPTIONS

The HSC year runs from July 1 through June 30. Each year you will receive a membership registration via email. The USFS membership number is unique to the skater/member and it will be used for all competitions and testing.

#### LEARN TO SKATE MEMBERSHIP

This membership is for skaters in small group lessons and those not yet ready to take national level tests. The skater is registered with USFS and HSC as a Basic Skills member. These Learn to Skate and Basic Skills classes provide skaters with the foundation of the sport to be used for figure skating and hockey. After the basics, the skaters are prepared to specialize and move on to more advanced areas of skating.



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### GROUP LESSONS

The group lessons are offered on the sessions designated to the basic skills program. The “Learn to Skate USA” program was designed by USFS to provide a fun and positive experience that will instill a lifelong love of skating. Group lessons provide progressive curriculum that ensure success from the first steps on ice to the mastery of advanced skills. With the objective to teach fundamentals of ice skating while building confidence and skill through each lesson, HSC offers multiple Learn to Skate sessions each week during the season. A skater is encouraged to sign up for more than one session per week. A 50-minute class period consists of a 30-minute lesson and 20-minutes of practice time.

### FULL MEMBERSHIP

This membership is for skaters, parents, and other interested parties. A member will be registered with USFS and receive Skating magazine, the official publication of USFS. Members in good standing have the privilege to test, compete, and utilize HSC ice time. Members 18 years of age and older have a vote in board elections or actions taken at the general board meetings. HSC encourages one or both parents to become members to ensure a vote to support their concerns and opinions.

### CLASS OFFERINGS

HSC offers classes for all levels of skaters. We are dedicated to making sure we are offering the classes that will help our skaters build skills and fundamentals, but also help them to achieve their goals.

### SNOW PLOW SAM

These are introductory classes divided into four progressive levels allowing children with no prior skating experience to build confidence while learning the basic skills of skating. Incorporating fun and games, making this class time an enjoyable experience. This program is designed to help children age six and younger. This class is a half hour-long group lesson.

### HOCKEY

This program is designed to teach the fundamentals of hockey skating. Skaters will learn how to be more proficient and agile on the ice by moving through four badge levels. Hockey skaters are required to have hockey skates and an HECC approved hockey helmet. This class is a half hour-long group lesson.

### BASIC SKILLS + PRE-FREE

Basic Skills teaches the FUNDamentals of ice skating and provides the best foundation for skating. Six progressive levels introduce and build confidence for early skaters. Upon completion of Basic Skills 1-6, skates can confidently advance to more specialized areas. Classes will be well-structured with the focus on proper skill development. Skaters will progress at their own rate and advance after skill mastery is demonstrated.



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Pre-Free Skate level is comprised of a variety of progressive skills, transitions, spins and jumps. Skaters in the Pre-Free can be considered for the Bridge Membership. These levels will be taught within an interactive group lesson with focus on qualify and mastery of skills.

During these sessions, skaters will receive a 30-minute group lesson, with 20-minutes of practice time following. Private lessons can also be booked during the practice time.

### FULL MEMBER

Full member skaters have successfully passed Basic Skill and Pre-Free requirements. These skaters will now practice in the disciplines of Moves, Freestyle, and Dance. Skaters will have the opportunity to advance by testing in these areas. Full members are encouraged to skate during all available sessions and use the ice time for private lessons with their coach.

**Moves in the Field:** Moves is a prerequisite to free skating test. Moves must be successfully completed at any one test level before the free skating test may be taken. Example: A skater must pass the Pre Preliminary moves test in order to test the Pre Preliminary Free skating test. Moves tests are a combination of stroking, edge work, a variety of turns, footwork, and spirals incorporated into a set pattern. Therefore, the moves tests are not just for free skaters, but are encouraged for ice dancers also. Skaters may take the Moves test without having to test in the free skating tests, but not vice versa. In the Moves session, you are purchasing ice time. Coaching is a separate expense. Cost and availability varies by coach.

**Freestyle:** Skaters learn jumps and spins, which are linked with connecting steps and movements and skated to music, forming a “program”. As their abilities improve, they will incorporate more complex moves into a longer program. A skater’s program is performed at exhibitions, testing, and competitions. In the Freestyle session, you are purchasing ice time. Coaching is a separate expense. Cost and availability varies by coach.

**Ice Dance:** Compulsory dancing consists of skating set patterns to music with a specific tempo. These are adaptations of dances, such as the, waltz, tango and fox trot on the ice. Ice Dancing is designed to be skated by a couple, but a partner is not a requirement, and most skaters learn the dances as solos. This branch of skating is ideal for all ages. There is not as much impact to the body as the jumps and spins of freestyle; instead, it stresses timing and precision footwork. In the Ice Dance session, you are purchasing ice time. Coaching is a separate expense. Cost and availability vary by coach.

### SPECIALTY CLASSES

**Stroking:** A group lesson where the main emphasis is on proper stroking technique and endurance. Offered at a 30-minutes session. Two groups will be offered to different level skaters.

**Performance:** A group lesson that will focus on musicality, movement, song interpretation and presentation on the ice.

**Jumps & Spins:** A group lesson that focuses on proper jumping and spinning techniques.



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### 2020-2021 IMPORTANT DATES

#### OCTOBER

10/5: START OF 2020-2021 SKATE SEASON

10/8: BOARD MEETING @ 6PM, PULLAR STADIUM

#### NOVEMBER

11/10: BOARD MEETING @ 6PM, PULLAR STADIUM

11/14-11/18: LEARN TO SKATE TESTING

11/20-11/21: FULL MEMBERSHIP TESTING

11/25-11/29: NO SKATING, THANKSGIVING BREAK

#### DECEMBER

12/5: CHRISTMAS GALA

12/08: BOARD MEETING @ 6PM, PULLAR STADIUM

12/21-01/04: NO SKATING, CHRISTMAS BREAK

#### JANUARY

01/4: RETURN FROM BREAK

01/12: BOARD MEETING @ 6PM, PULLAR STADIUM

#### FEBRUARY

02/11: BOARD MEETING @ 6PM, PULLAR STADIUM

02/13: PICTURES WITH PICTURE THIS PHOTOGRAPHY

02/13-02/17: LEARN TO SKATE TESTING

02/20-03/05: SHOW PRACTICE

#### MARCH

03/06: ICE REVUE

03/9: BOARD MEETING @ 6PM, PULLAR STADIUM

03/20: LAST DAY OF SKATING, END OF WINTER SEASON

#### APRIL

04/8: BOARD MEETING @ 6PM, PULLAR STADIUM

#### MAY

05/13: BOARD MEETING @ 6PM, PULLAR STADIUM

#### JUNE

06/10: BOARD MEETING @ 6PM, PULLAR STADIUM

#### STAY TUNED FOR MORE INFORMATION!

The above dates are subject to change. Be sure to check our website and Facebook page for changes to dates and times. Updates, changes, and additions will also be included in our monthly newsletter.

Hiawatha Skating Club Board of Directors Meetings are held the second Tuesday of each month during the winter seasons, and during the off season they will be the second Thursday of each month; always at 6pm. You are all welcome and encouraged to attend. Any changes to date, time, or location will be announced at least 24 hours in advance, if possible.

### FAMILY INVOLVEMENT AND SERVICE

Hiawatha Skating club is a volunteer-run organization; therefore, we depend on the contributions of all families. We ask each family to volunteer to help during the skating year with activities. While volunteering is not required, we want to create the best club and program possible for you and your skaters. To achieve this goal, we encourage every member's family to help and volunteer during the season.

### VOLUNTEERING OPPORTUNITIES

There are numerous volunteer opportunities with the HSC all year. These include, but not limited to, the following areas:

- Board of Directors





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- Testing
- Fundraising
- Membership
- Communication
- Music
- Apparel
- Gala
- Ice Revue
- Banquet
- Community Involvement

If you are interested in volunteering, please reach out to any member of the board or committee chairpersons. We would love to work with you.

## FUNDRAISING

Club members participate in fundraising activities to help subsidize ice costs, fund club expenses and compensate professional coaching staff, which benefits all club skaters. Fundraising helps to keep membership fees down.

### What are the Fundraising Requirements?

For 2020-21 fundraising will be very different. Stay tuned to our Facebook page. While fundraising is not required, it is highly encouraged. Fundraising accounts for a large amount of the annual funds for the club's operations and keeps costs down for the skaters and families. Without fundraising efforts, prices would have to substantially increase to offset the costs. Normally, membership fees include an additional \$75 fee for fundraising. If fundraising requirements are met, the fundraising fee will be returned to the participant- this is not the case for 2020-21.

### Fundraising Opportunities

TBD. Stay tuned to Hiawatha Skating Club Facebook Page for more details.

## GENERAL INFORMATION

### Skating Attire

Please wear appropriate skating attire on the ice. It is very important that your clothing does not restrict your movements. You want to feel comfortable on the ice and come prepared.

- Suggested practice attire: Skating dresses, leggings, skating tights, and warm up suits.  
For younger skaters: winter hats and waterproof gloves
- USFS Testing Attire: Basic skating dress, often decorated with sequins, beads or other trim. Please check with your coach.

### Personal Care

Skaters should arrive early to each session to stretch and warm up. This is an important pre session activity to avoid injury on the ice. Skaters should try to get enough rest each night to be able to be at their best during each session.



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Skaters and families should plan meals and snacks accordingly before or between sessions to avoid discomfort during practice time.

### Skates and Equipment

Skaters should have a good pair of figure skates. These may be purchased at several locations in the Soo area. While it isn't necessary to buy the most expensive skates for beginning skaters, a well-fitted and supportive boot and properly sharpened blades are important. Skates should fit snugly, so the foot does not slide around, and are often one to one and a half sizes smaller than usual shoe size. For those choosing to purchase skates, especially full membership skaters, it is helpful to go to a retailer who specializes in figure skate selection and fitting. If purchasing used skates, it is also important to carefully examine skate blades, as rust and improper sharpening can dramatically affect skate durability and performance.

### Personal Skate Care

A good pair of skates is important to allow you to skate at your best. Make sure you have the appropriate skates and blades for your level. Ask your coach or have an experienced skate store assist you when buying new skates. Remember to wear your skate guards whenever walking off the ice. Walking without skate guards can chip and damage your blade. After skating, wipe your blades off with a towel as quickly as possible and store them with fabric blade covers. Do not store your skates in rubber skate guards, as they will rust. You should have your skate blades sharpened regularly. It is recommended that blades are sharpened at least every 2-3 months.

### Sharpening Skates

Figure skate sharpening is much different from sharpening other types of skates, such as hockey skates. Only people who specialize in sharpening figure skates should be used, as they can easily be ruined by improper sharpening. One clue to when skates need sharpening is when a skater is having trouble performing moves on the ice, feels that they are sliding excessively on landings, or has blades that feel dull. Frequent falls may be another sign of dull blades. Too frequent sharpening, however, can shorten blades life and negatively affect skater performance. Check with your coach or a professional if you have questions.

### Caring for Skates

After use, skates should be carefully dried off outside and inside as necessary, both boot and blades. Pulling the skate tongue forward letting the inside dry outside the bag and away from direct heat sources is helpful. Wet skates should not be stored in bags, as this can cause the boot not to dry properly. Some skate boots can be cleaned using rubbing alcohol. When off the ice, skaters should ALWAYS wear rubber skate guards. Skaters should never walk any distance on cement floors without rubber guards. When removing skates for the day, blades should be wiped dry and then covered with cloth (soaker) blade covers for storage. It is important to protect blades from rust or nicks.

### Local Vendors

- **Superior Sports**, Norris Center LSSU, 906-635-6220
- **Chimukwa Pro Shop**, Big Bear Arena, 906-635-4906
- **Pro Sports**, 4621 Ashmun St SSM, 906-635-8161



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- Leitz Sports Center, 2512 Bus Spur SSM, 906-632-8291

## PROFESSIONAL STAFF

### Coaching Professionals

A team of adult instructors lead the coaching staff; all of whom have passed background checks and completed Safe Sport training. The instructors are also available for private lessons. Coaches are an important factor in the development of a skater's skills and their continued enthusiasm of the sport.

Up-to-date information on coaching staff is available on the HSC website. All coaching staff must abide to the coaches Code of Ethics, Standards & Conduct. All coaches are to be given respect. Indifferent and/or disrespectful attitude during lessons are never appropriate.

### Private Lessons

Private lessons are one-on-one sessions involving a single skater and professional coach, usually in 10-15 minutes sessions. These lessons take place on contracted HSC ice time. Private lessons may be arranged with any of the coaches contracting with HSC. The coach a skater chooses is entirely up to the individual and availability of the coach.

Contact the coach of your choice to arrange a practice and lesson schedule for the season. Fees for private lessons are paid directly to the coach.

Do not interrupt your coach if they are giving a lesson to another skater. If your coach is teaching or not on the ice, you may ask questions to other coaches who are not giving lessons. Please be on time for lessons. If you will be late or absent, contact your coach as soon as possible prior to your scheduled lesson. You may be billed for missed lessons. Ask your coach for any special guidelines to follow.

Be sure to communicate with your coach. Inform them of any problems that may affect your performance. Ask your coach for any specific rules or expectations for students during practice or competitions.

### HSC Coaching Professionals

- Sheri Laaksonen, 47+ years of experience
- Becky LaFord-Andary, 41+ years of experience
- Tammy Rutledge, 11+ years of experience
- Jodi Wizauer, 2+ years of experience
- Elayna Clow, 1+ years of experience

## ICE RULES AND ETIQUETTE

Hiawatha Skating Club is committed to creating a safe and positive environment for members' physical, emotional and social development and ensuring that it promotes an environment free of misconduct. The Skater and Parent Code of Conduct has been established to ensure the safety of all participants and to ensure quality practice time for



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all home club, non-members and guests who purchase freestyle and/or off ice sessions and who participate in all club-related activities.

- All skaters, regardless of whether they hold home club, non-member or guest status must follow and uphold the tenets in the Skater Code of Conduct regarding behavior on and off the ice. All club members are expected to exhibit good sportsmanship and be courteous towards their fellow skaters, coaches, parents of skaters, USFS officials and guests.
- Our club is committed to promoting a positive and friendly environment for all skaters. Remember “The Golden Rule” – treat other people like you want to be treated – with respect.

### Etiquette

- While in lesson or practice, it is the skater’s responsibility to always be conscientious and aware of other skaters around them.
- Skaters must skate with the flow of other skaters and familiarize themselves with the most commonly used area for jumps and spins.
- **The only time a skater has the right of way is when they are skating their program to music, during a lesson, and/or using the harness.** When you hear another member’s music, please extend that person the courtesy and move out of their path. You will enjoy the same courtesy while you are performing your program.
- Advanced skaters are expected to exhibit patience towards beginner skaters. Remember, you were an inexperienced skater once, and it takes time for our future generation to advance to the point where they are completely comfortable skating with all levels of skaters.
- Unsafe or discourteous behavior of any kind will not be tolerated.

### Ice Rules

- Respect the rights of others.
- Respect the arena’s property and the property of others.
- No breakable containers are allowed rink side. Drinks are allowed on or below the railing. Food is not permitted near the rail or on the ice.
- Pick up all belongings and garbage at the end of the session.
- Skaters not in the session or other spectators should not loiter at the rail or benches. This is unsafe and interferes with a constructive training session.
- If skaters must talk to someone off the ice, even for a brief time, they need to get off the ice to do so or the skater will be asked to leave the ice.

### Safety

- It is important for everyone’s safety that all skaters stay aware of other skaters on the ice. Try to anticipate their patterns as you decide your own pattern.
  - If you are a less experienced skater, please be extra careful to stay aware of other skaters and to look ahead of where you are skating to see what others are doing or about to do.
  - If you are an experienced skater, please be patient with the less experienced skaters.
  - Please be understanding if someone gets in your way.
- Remember to look both ways before leaving the railing or skating across the ice.
- Keep moving while on the ice, as it is dangerous for both you and other skaters to stand still during a session. It is especially important not to stop in the middle of the ice or any of the jumping corners.

### Right of Way



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- The skater doing a routine to music has the right of way. Stay aware of which skater is doing their routine and do your best to stay clear of their pattern.
- Skaters taking a lesson have the right of way over general skaters in the session.
- Skaters on the harness also have the right of way. Be careful of the harness area.

### Music

- Program music will be played on a rotational basis.
- After a skater's music has been played, their music or another program may be put at the end of time line to re-enter rotation. Dance music can take the place of program music.
- Not everyone may be able to have their music played at full sessions due to lengths of programs.
- Coaches may put the music of the student they are teaching ahead of other skaters. Everyone should appreciate this policy when they are in a lesson enjoying this privilege and graciously accept this policy when they are the ones being asked to wait in line.
- No skaters should handle the music equipment – only coaches and the parent monitors.

### Prohibited Behavior

- Kicking, digging holes, scraping or stomping the ice with blades and kicking the railings is prohibited. Any skater engaging in this behavior will be asked to leave the session immediately.
- Being verbally abusive to other skaters or coaches is prohibited. Any skater engaging in this behavior will be asked to leave the session immediately.
- Deliberately challenging, scaring or intentionally blocking another skater is prohibited. Any skater engaging in this behavior will be asked to leave the ice immediately for an indefinite period of time.
- No phones or other electronics are allowed on the ice surface, with the exception of recording yourself or another skater with their permission performing a specific move, element, or routine.

**\*Any skater engaging in these behaviors will be asked to leave the session immediately.**

### Clearing the Ice

- When it is time for ice-resurface (flooding), all skaters and coaches must leave the ice immediately. If you are skating to your music, please stop skating immediately and clear the ice – no exceptions.

### SafeSport Policies

- USFS has ZERO TOLERANCE for abuse and misconduct. USFC and its member clubs and programs will respond to an allegation of abuse or misconduct as described in Section V of the SafeSport Handbook. The following forms of abuse and misconduct will be addressed using the USFS SafeSport policies:
  - Sexual abuse and misconduct
  - Physical abuse and misconduct
  - Emotional abuse and misconduct
  - Bullying, threats, and harassment
  - Hazing
  - Willfully tolerating misconduct
- Skaters, parents, coaches, and board members are hereby required to follow the USFS SafeSport policies.

### Violations

- Violations of any tenets will be addressed at the time they occur by an HSC Board Member following procedures outlined in the HSC By-Laws conflict resolution process (Article X).



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**\*The HSC Board of Directors and/or a skater's coach reserve the right to remove a skater from the ice and/or arena upon any violation of the code of conduct.**

## COMPETITIONS

Competitions are available beginning with Basic Skills. This is a fun way for skaters to show what they've learned. All skaters at Basic Skills competitions receive awards. Competition can help skaters develop self-confidence and self-discipline, as well as helping them learn about fair play, stress management, and performing under pressure. Talk to a coach or board member if you are interested in competing. Following is some general information on competitions.

### General Information

Competitions are held throughout the year at various figure skating clubs throughout the state and country. Skaters should discuss with their coach which competition might be best suited for them. Be sure to discuss your preference with your coach. Competition gives skaters a chance to train, develop, and improve their skills.

### Events

Competitions are divided up into different areas or events; some examples include:

- Moves in the Field
- Freeskate
- Ice Dance

Additional options may be available depending on the competition. The skater should discuss choices with their coach.

### Registering for Competitions

Competitions require preregistration. Most applications are due at least six weeks prior to the competition. Skaters must choose which events they wish to participate in.

The skater/parent, coach, and a club officer usually must sign competition applications. Be sure to get all needed signatures ahead of time. Many competitions now have online registrations available. Some competitions require an overnight stay, so be sure to plan ahead.

### Fees

Cost vary, but generally run at least \$80 for the first event, and at least \$20 for each additional event. Basic Skills competitions, however, often have much lower fees. Coaching fees, including not only coaching time, but also transportation and lodging may also apply. You should discuss coaching fees ahead of time. Coaches will often split expenses between students attending the competition.

### Scheduling for Competitions

Skaters usually receive a schedule one to two weeks before the competition. It will have times for competition and often include information on practice ice available for purchase. You should plan to arrive at the arena at least 1 hour prior to the scheduled time, unless instructed otherwise. Locker rooms are usually provided for changing.



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### Skating Attire

Talk to your coach regarding competition attire. Polished skates are recommended. Warm-up jackets can be worn during the warm-up period before the start of the competition. Skaters may choose to wear different outfits for each event.

### How Did You Do?

Results for each group are posted in a designated area shortly after the end of the group. Skaters in Basic events receive trophies, medals, or ribbons and can pose for photos on the podium.

### Helpful Tips Before the Competition

Schedule your practice ice as soon as possible. Discuss schedule with your coach. You should skate at least once prior to your competition in your competition costume to check for fit, loose sequins, ect.

Decide on hairstyle for competition, and have accessories ready. Be sure to pack hair spray/gel. It is very important that all accessories are secure and will not fall out while you are in the ice, as they would present a serious safety hazard and may be cause for disqualification. Most competitions do not allow bobby pins.

Notify school of absences, if needed, and reserve your hotel room well in advance. Be sure your skates are ready for competition (polished, appropriately sharpened, extras laces packed). Rubbing alcohol helps removes marks, and skate tapes helps cover gouges. Add new laces if desired.

### Helpful Tips at the Competition

Arrive at least one hour before your event is scheduled. Register/check in, turn in your music, and find your locker room. Find your coach and check in with ice monitor.

## TESTING

Full Membership skaters in good standing can test at periodic test sessions with certified judges as a mean of measuring the skater's progress according to USFS standards. USFS testing is done at an official test session sanctioned by US Figure Skating. Coaches must sign the test application for skaters. Testing with HSC is offered in Moves in the Field, Freestyle, and Dance. Results are forwarded to USFS, which keeps official records of each skater's test accomplishments. Results will also be put in the skaters HSC file. Accomplishments are recognized in the monthly newsletter. Skater's age does not figure into their skating level, only the demonstration of their proficiency through the passing of tests. However, passing Moves in the Field is required prior to passing Freeskate at the same level. Certain age limits may be placed upon skaters at certain levels for competitions.

Hiawatha Skate Club skaters may also test at USFS test sessions held by other clubs. The skater must request permission from HSC if testing "out of club." A skater can only test every 28 days.

Testing fees are based on ice costs, coaches' fees, and judges' expenses, which include travel, lodging, and food. Judges are volunteers and are not paid a fee.



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Test sessions may be cancelled if fewer than 5 skaters apply to test or judges are not available. Test applications and payments are due no later than 10 days before the session.

### Moves in the Field and Freeskate

These tests are divided into eight classes to be taken in the following order:

- Pre-Preliminary
- Preliminary
- Pre-Juvenile
- Juvenile
- Intermediate
- Novice
- Junior
- Senior (Gold)

### Moves in the Field

This test of the same level is a prerequisite to a standard Freeskate test. No Freeskate test is a prerequisite to any Moves in the Field test.

### Dance Tests

These are divided into seven classes to be taken in the following order:

- Preliminary
- Pre-Bronze
- Bronze
- Pre-Silver
- Silver
- Pre-Gold
- Gold

Dance can either be solo or Standard (with a partner).

USFS organization publishes a “Rule Book” each fall that you can download. It is recommended that you download and review the annual rulebook. The more you know the easier the process of testing and competing becomes. Information on additional test levels is available in the rulebook and on the USFS website.

### Basic Skills Testing

Basic Skills members receive a record book from USFS with their membership materials. The book outlines the skills for each test. (A skater only receives a record book their first year of participation, not one per year.) HSC provides two testing session each winter season for Basic Skills skaters. When a skater passes all the skills at any one level, they will receive a badge acknowledging this achievement. Test results will be communicated to the skater/parent immediately. Copies of test results will be available at the next practice session and be available in the skater’s file. Accomplishments are recognized in the monthly newsletter.





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### CHRISTMAS GALA

The Christmas Gala is an exhibition during the holiday season. The Gala is held in December and is a fundraiser for our local community and families. All skaters who skate in the winter season qualify for the gala, but it is not required. The show provides skaters an opportunity to showcase their skills, performing an enjoyable and entertaining show for the public.

#### Dates

The Christmas Gala is typically held the first or second weekend of December, but can change based on ice availability or scheduling conflicts.

#### Costumes

There are no formal costumes for the Gala. Skaters are able to be creative with their costume selections. While there are not costume requirements, holiday themed attire is encouraged.

#### Cost

HSC provides each skater with tags from the Tree of Angels program to help families in need during the holidays. Estimated cost is \$20 per tag for donation. Only one donation is required for skaters participating in multiple show numbers.

Attendees are encouraged to donate canned food or make a monetary donation. All donations help local families in need during the holidays.

#### Show Numbers

Skaters may perform in up to 2 numbers for the gala. Example – a group, trio, pair, solo.

#### Music

Music selections is decided by the skater or groups participating in the gala. Skaters can also consult their coach for help in selections.

#### Show Information

Skaters should arrive at least 45-minutes prior to the start of the show in costume. Locker rooms will be provided for any costume changes required. Skaters should plan to be down on the lower benches at least 2 numbers prior to having to be on the ice for their routine.

There will also be a photographer available to take individual photos or group photos for purchase. Information will be provided on the HSC website and in the monthly newsletter.

### ANNUAL ICE SHOW (REVUE)

The Annual Ice Show is a highlight of our skating season. All skaters who skate in the winter season qualify for the ice show, but it is not required. The show provides skaters an opportunity to showcase their skills, performing an enjoyable and entertaining show for the public. Club members appear in group numbers and, as their skating progresses, in featured roles.



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### Dates

Dates for the Annual Ice Show will be announced at the start of each winter season in September.

### Costumes

Show costumes are determined and provided by HSC. Skaters who plan to be in the ice show must be measured by the deadline in November. Normally, costumes fees ( 2 costumes) are built into skater's annual membership fees- for 2020-21 season- we will invoice for costumes in December after determination of show details.

### Cost

As no fees were built into the registration fee this year, we will invoice a \$90 performance fee in December- if we are able to have a show this year.

### Show Grouping

Groups and solos will be based on skater's passed levels at the start of the winter season, or Nov 1st.

- Skaters are grouped based upon skill level and tests passed. The number of groups and size of the group is up to the discretion of the Ice Show Committee Chair.
- Skaters are guaranteed at least one number in the ice show. If a skater is paying for private lessons, they are given an additional number in the show.
- If a skater is not going to participate in the ice show, notification must be given by December 1<sup>st</sup>.

### Practice

The schedule of practices will be available no later than 2 weeks prior to the ice show. There will also be a full dress rehearsal during show week. Show practice for skaters with group lessons will begin after Christmas break.

### Attendance

Attendance is very important during show week. This is the time to perfect and work out issues with show numbers. Please plan to have your skater at ALL show practices. Missed practices hinders the show quality and takes away from others in their groups. Absences may be addressed by the Board.

### Volunteers

The entire show is put on by volunteers. Without volunteers and parent involvement, the ice show would not be successful. Please plan to volunteer during show week to help make the ice show the best it can be. Help is needed before, during, and after the show. If every parent can give a few hours of time during show week, it will only make our show better for our skaters and audience.

### Music/Choreography

The music, numbers and costumes are determined by the Ice Show Director and will be announced to all skaters at least 2 weeks prior to show week. The choreography of the show numbers is done by HSC coaching staff who work with each skating group during group lessons and show week.



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### Show Information

Show packets will be handed out at least 4 weeks prior to the ice show. **Please read this carefully.** Information regarding show pictures for the program will be included. The show pictures will be taken in the weeks ahead of the show, in order to be ready for the program. For a complete list of Ice Show Rules, please visit our website.

### Performance Tickets

All tickets are sold through the Pullar Stadium. Information on tickets will be included in the Ice Show Packet.

## POLICIES AND PROCEDURES

### Good Standing

A skater is not considered to be in good standing with the Club unless all skating related bills are up to date in the payment schedule. Skaters not in good standing will not be eligible to purchase additional ice, participate in the ice show, compete or test. All skating related bills must be paid in full prior to registration for the regular season. Skating related bills include ice fees, test fees, ice show costumes fees and private lesson fees.

### Attendance

Please be on time for all sessions. Plan to arrive at least 10 minutes before you are scheduled to be on the ice so you will have time to put on your skates and be ready to skate when your sessions begins. If you are unable to attend, please try to notify your coach in advance.

Before getting on the ice for each session, each skater will need to be checked off the registered skater list.

- Any skater who is not on a session that they were not registered for will be charged the drop-in fee for that session UNLESS they have arranged for a switch in advance.
- Skaters may not freely change between sessions without prior authorization or approval from a board member.

### Missed Session

If a skater misses a session, arrangement can be made to make up that session, if possible.

- If the skater knows in advance of upcoming schedule conflict, an email should be sent to HSC to inform of the upcoming missed sessions.
- If a skater is unable to notify the club in advance, make up arrangements should be communicated no more than a week after the missed session.
- There are no refunds for a missed session. HSC will make every effort to help the skater make up the missed session.
- Make up sessions are subject to availability. If sessions are full (20 skaters) , another day will have to be selected
- All make up sessions need to be prearranged with HSC before a skater attends the make up session. If the skater is not on the registered skate list, the drop-in rate will apply.



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### **Drop-Ins**

Full membership and Bridge skaters may skate additional sessions based on availability by paying a drop-in rate. You must check with a board member when you arrive for availability. Basic Skills skaters need to make prior arrangements due to coaching requirements.

### **Snow Days**

In the instance that skating needs to be cancelled due to inclement weather, notification will be made as early as possible via email and on the HSC Facebook page.

### **Communication**

Communication is key to creating a successful club and organization. The HSC offers the following methods of relaying information; Pullar Stadium bulletin board, Meet & Greet meeting, monthly newsletter, Facebook, and the HSC website.

## **SOCIAL ACTIVITIES**

### **Annual Banquet**

The HSC hosts an annual banquet for all club members and their friends and families to have an opportunity to socialize and celebrate the season. Recognition is given to all skaters for their test, competitions, and participation accomplishments throughout the season.

### **City Wide Cleanup**

All club members and families are asked to participate in the Sault Ste. Marie City Wide Cleanup in May. We are to give back to our community and city by helping keep it clean and beautiful for all to enjoy. Please reach out to a board member to participate in this great opportunity.



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