

Foothills Skating Club



Information Handbook

For more details, refer to our website:

www.foothillsskatingclub.ca

Welcome to the Foothills Skating Club at the Oilfields Arena in Black Diamond! Our club is registered and our professional coaches are certified with Skate Canada. All participating children and adults are registered and insured by the national organization.

The Foothills Skating Club (FSC) began in **1960** in Black Diamond, Alberta. Many young skaters have enjoyed the various programs we have to offer.

Our **CanSkate** and **Pre-CanSkate** programs are designed for all types of learn-to-skate, hockey or recreational skaters, while our **STARSkate** program (including **Prelim Prep**) offers opportunities to develop figure skating skills. We also offer **AdultSkate** which offers opportunities to adults who want to learn the fundamentals or advance their already established skating skills. Our **CanPowerSkate** Fall Clinic is geared to hockey and ringette players focusing on balance, power, agility, speed and endurance.

All of our programs are sanctioned by Skate Canada, following the Long Term Athlete Development Plan, meant to allow individuals to participate in skating for life.

These programs all establish and develop skating skills from the fundamental level up to advanced and allow many skaters to go on to higher levels in all types of ice sports - figure skating, hockey, ringette or speed skating. The club's continued growth in these programs is an indication of its ongoing success.

The FSC Board and Executive positions are all volunteers, usually parents of the skaters. The Board is responsible for the hiring of the professional coaches each season as well as planning and maintaining the programs. The Board meets monthly and parents of skaters in the club are welcome to attend. Meeting dates will be sent out by email.

Our Club is not-for-profit and relies on participating members and families to volunteer and fundraise in order to keep fees low.



Enjoy the Skating Season!

Program Overviews



CanSkate

CanSkate is an introductory learn-to-skate program focusing on fun, fitness, participation and basic skill development. Based on Sport Canada's long term athlete development principles, CanSkate centers on physical literacy and the fundamental skills needed to take part in any ice sport or to skate as a recreational activity.

This program is for beginners of all ages, children or adults, as well as for those wishing to improve their basic skills - whether their focus is figure skating, hockey, ringette, speed skating or just skating for fun. The program focuses on balance, control and agility skills which are taught in six stages.

Skaters move through a series of circuits set up to teach specific skills and keep the skaters moving constantly, with coaching from professional coaches and trained program assistants (PA's).

CanSkate offers either a 45 or 60 minute session per week, skating one session (Fall or Winter) or the whole season.

Pre-CanSkate

This program is specifically designed for 3 to 5 year olds who have very little skating experience. We focus on teaching kids basic movement on the ice without the use of aids, in preparation for moving up to CanSkate. This program offers one 30 minute session per week on a per session basis (Fall or Winter).

Notes:

For safety reasons, all children in Pre-CanSkate/CanSkate must wear CSA approved helmets. See section on Helmet Requirements for more details.



AdultSkate

The Adult Skate program is designed for all adults, from individuals who have never been on skates before to those looking to increase their skating skills to the next level. Skaters in this program are welcome to participate just for the physical activity or are able to take the Skate Canada standardized tests taken by those in the STARSSkate program.

This program is run on the STARSkate ice and offers skaters the ability to skate for two hours per week. Coaching and lessons can be arranged with one of the professional coaches for additional fees. ***Skate for Life!***



CanPowerSkate

The CanPowerSkate Fall Clinic is geared to hockey and ringette players focusing on balance, power, agility, speed and endurance. Skills are taught in full gear with and without sticks and pucks with the emphasis being on the fundamentals of skating.



STARSkate

Skills, Tests, Achievement, Recognition

STARSkate offers opportunities for skaters of all ages to develop fundamental figure skating skills in the areas of ice dance, skating skills, free skate and interpretive skating. Unique in Canada, this program teaches figure skating skills in a group and/or private lesson format in a progressive and sequential manner and includes specifically designed awards and incentives. Skaters have the opportunity to take Skate Canada Tests through a nationally standardized testing system. The tests are assessed by qualified Evaluators, who are trained by Skate Canada or regional associations and volunteer their time to test.

Preliminary Prep

This is a transitional program between CanSkate and the STARSkate Test Level program. This program allows skaters the opportunity to start to develop their figure skating skills in a group lesson format. Prelim Prep includes CanSkate Badges 5 and 6 and the first Skate Canada test.

Participants skate for one hour, twice per week for the full skating season and receive instruction and coaching for the full two hours, included in the registration costs.

Preliminary Prep skaters also may be able to attend the Program Assistant Clinic held each September in order to assist with the Pre-CanSkate and CanSkate programs as a Program Assistant.

Test Level

Test level skaters work independently toward tests in the four areas of skating – Ice Dance, Free Skate, Skating Skills and Interpretive - according to their level of ability and Skate Canada's STARSkate program. Other than the 15 minutes of stroking daily covered in the ice fees, all other lessons are arranged privately

between the parent and the coach at a pre-arranged fee schedule. Skaters chose the number of hours they skate per week, with skating times generally Monday to Friday after school as well as one morning a week (subject to change).

Coaching: The **test level registration fees do not include lessons and coaching costs**. These lessons can be private, semi-private or in groups depending on the situation. The coach will provide advice about the lesson time recommended to achieve certain goals but **parents decide** how many lessons their child will have each week. We recommend that beginning skaters take semi-private or group lessons. Additional information can be found in the STARSSkate Handbook.

ByLaws & Policies

Please refer to our website for more information including our ByLaws and Policies.

Registration Fees

Registration starts each year in August, with registration forms made available on our website. Skaters and parents can also attend registration events, typically in September (see website for dates). Registrations may be taken anytime through the season. For more information, contact registration@foothillsskatingclub.ca.

Registration fees are reviewed prior to the start of the skating season and are outlined on the registration forms for each group. Each skater must also pay an amount for the Skate Canada Registration fee, which includes accident insurance.

Coaching fees for Pre-CanSkate, CanSkate, CanPowerSkate and Prelim Prep are included in registration fees paid to the FSC. STARSSkate and AdultSkate coaching fees are recorded, invoiced and payable to the coaches directly. Arrangements should be made directly with the coaching staff regarding lessons, fees, cancelling lessons and any additional costs that may come up throughout the season. These fees are the responsibility of each family.

The FSC expects its members to pay coaching fees within 30 days of invoice date. If these fees are not paid in a timely manner, further measures may be taken to ensure payment is made. These measures may include, but are not limited to, suspending ice privileges, coaching and the skater's status of "Good Standing" within the FSC. Test Level skaters not in good standing with the FSC will not be allowed to test or compete.

Cheques - A \$25.00 charge is payable for any payments made to the club returned from your bank due to non-sufficient funds or stop payment. Any skater in arrears may not be allowed on the ice until payment is received for the delinquent amount and the \$25.00 fee.

Helmet Requirements

All Skate Canada clubs who offer a CanSkate program must ensure all participants up to and including Stage 5 wear a CSA approved hockey helmet while on the ice (bicycle helmets or other sport helmets are not acceptable). Any skater that is required to wear a helmet on the ice and is not, will be removed from the ice until they have the required equipment as determined by the coach.

This policy also applies to all other Skate Canada programs, therefore anyone who lacks good control/balance when skating forward, backward and has difficulty stopping, as well as manoeuvring around obstacles on the ice must wear a CSA approved hockey helmet.

The Club will ensure this policy is enforced during all skating activities including competitions, ice show or any other special on ice activities throughout the season for this level of skater. This includes "Bring a Friend" activities, as all unregistered skaters must wear a CSA approved hockey helmet in order to get on the ice. **There will be no exceptions.**

A parent cannot sign a waiver absolving the club from any liability and allow their child to participate without a helmet.

See our website for more details on Helmet Requirements and guidelines.

Volunteer and Fundraising Information

Our club is not-for-profit and relies on families to volunteer their time to run the club and fundraise in order to keep fees low. All family members and friends are welcome to help out, get involved and participate in club activities. There is a volunteer requirement for each family each year, which varies based on the program of the registered skater.

Each Family provides a post-dated cheque with their registration for the volunteer commitment dated July 1 of the following year. Volunteer commitments must be fully completed prior to July 1 and if the entire volunteer commitment is not fulfilled, the cheque will be cashed. Details on the program, including volunteer commitments, cheque amounts and points allocations for activities are in the registration information each year and on our website. Families with multiple skaters only have to fulfil the volunteer commitment once, based on their skater at the highest level.

Each family must communicate their volunteer activities to the Volunteer Coordinator or Board Member responsible for the event as soon as completed and in order to receive credit. *Each member is responsible to ensure their activities are recorded appropriately or credits may not be applied.* Some options and examples in order to meet the volunteer requirements are:

- Hold a position on the FSC Board

- Organize, assist and participate in fundraising initiatives - points are awarded for raffle tickets sold by each family or donations made to events
- Organize or assist with the Ice Show – all families are expected to volunteer in some way for this major showcase event
- Organize or assist in club events such as test days, AGM/Awards, or clinics
- Gate parent for Pre-CanSkate or CanSkate
- Attend monthly Board meetings or a special meeting regarding various functions (fundraising, ice show, etc.)
- Help in decorating the float for Diamond Valley Parade in June

For more information or if you can think of a job that you can do that will be of benefit, please contact the President or Vice-President.

Fundraising is critical to the club in order to help fund ice fees, coaching and other operating costs and therefore keep our fees low for skating families. Various fundraising activities will be held throughout the season, and may include the sale of products (chocolates), draws (specialty baskets) and special events such as the Annual Ice Show - ticket sales, raffles, and flower sales, etc. Volunteer points are awarded for participating in fundraising activities.

The major event every few years is the **Casino**, which provides funding for major club expenses like ice fees over several years and is critical in keeping fees low. All skating families are expected to help with or support this event in addition to their volunteer commitment.

Ice Expectations, Conduct and Rules

Ice skating is a discipline that has certain behavioral expectations in order to ensure a safe and productive learning environment for all. Skaters must respect other skaters and the coaches as they move about the ice.

- A ***CSA-approved hockey helmet*** is to be worn by CanSkate and Pre-CanSkate skaters, and some Prelim Prep skaters. See Helmet Requirements above.
- ***Proper attire*** should be worn – for CanSkate/Pre-CanSkate - long pants, snow pants, mittens, hat, and a warm sweater or jacket. Dress in layers.
- CanSkate students are divided into skill groups and ***given a designated area*** for the circuit, usually defined by the hockey lines on the ice. Skaters are to stay within their area and be attentive to the coach and/or PA. If they fail to do so, they will be asked to leave the ice.
- The ***professional coach*** is responsible for on ice discipline, but may request help from the parent if individual attention is needed. Coaches cannot be expected to remain with one child for discipline reasons while others are waiting for instruction.
- We ask that ***parents view from the stands*** rather than standing at the gate or along the boards as it provides less distraction for the skaters (especially the younger ones) and allows them to focus directly on the lessons.

- **No gum, candy or food** will be allowed on the ice surface. Please snack either before or after ice time.
- Skaters **must** advise their/a coach before getting off the ice for any reason.
- **Skaters will not play in the middle of the ice or visit** along the side of the boards as this presents a danger to those skaters who are working.
- **Skaters will get up immediately after a fall** unless they can't due to an injury in which case they will immediately call for a coach to assist them.
- **Skaters must be on time** for their skating session and may not leave the ice early unless an arrangement is made between parent and coach.
- Any use of **ridiculing, profane or inappropriate language or behavior** will result in the skater being automatically suspended for a period to be determined by the board.
- **Skaters will show respect for ALL coaches and parents**, and cooperate with requests made by coaches and parents.
- Skaters will show **respect for their fellow skaters**.

HAVE FUN AND SKATE SAFE!



Parent Code of Conduct

Skate Canada is committed to ensuring that all skaters have the opportunity to participate in a safe and welcoming environment that is encouraging and promotes their overall development. Parents have an enormous influence on skaters' experience in the sport. The quality of a skater's experience is determined by their relationships with parents and the manner in which parents conduct themselves in the Skate Canada environment.

See the detailed **Parent Code of Conduct** document available on our website and registration forms. *Parents are required to read and sign the form each year at registration. Parents shall abide by this code at all times while participating in any Skate Canada club or school, competition or activity. Failure to do so may result in action taken by the Board of the FSC.*

Discipline Procedures

The FSC has **Discipline Procedures**, which outline unacceptable behaviours as well as the consequences for engaging in those behaviours. These procedures apply to all skaters, parents and coaches and are available on our website.

Club Events

Meet the Coaches Fun Skate is held each fall just prior to the season start. This is an opportunity for skaters to meet the coaches and PA's and get on the ice.

Program Assistant Clinic is held in September. All test level/prelim prep skaters are required to take this course in order to assist with *Pre-CanSkate/CanSkate*.

Casino Fundraiser – We get the opportunity to do a Casino only about once every 3 years. This is critical in funding ice fees to keep registration fees low.

Halloween Fun Day Skate – skaters can generally dress up (in appropriate, skate friendly costumes) on this day and celebrate the spooky day.

Skate with Santa is held for Pre-CanSkate and CanSkate in the middle of December. Santa will be there to meet and skate with the children.

Annual Ice Show is held near the end of each season, allowing skaters to show off their successes to their family and friends. Each year is a different theme with fun costumes, music and choreographed numbers for all the skaters.

Parade Float – The club enters a float in the Diamond Valley Parade, a great opportunity to get skaters and families together to decorate and ride the float.

Communication Guidelines

One of the biggest challenges of every club is to keep its members informed. While we do our best to ensure that all parents have the information that they need, sometimes that does not always happen. There are several ways that the Board will communicate with the FSC's members.

- Email - Our primary form of communication with families. Weekly emails are sent to all members (as needed) and will provide updates on schedules, events, fundraising, volunteering and program information. Please ensure your email address is accurate and up-to-date when you register and provide updates as required to the Board.
- Notices of upcoming Board Meetings are sent to the general membership each month by email, including an agenda and minutes from the previous month's meeting.
- The Bulletin Board is updated periodically and will include notices of ice or schedule changes, gate parent sign-up, fundraising and volunteer information and registration forms.
- Our website and the Handbooks are valuable resources for information. The website is updated regularly with a calendar, policy information, coaches and event updates.

Members have many ways of finding out what is going on with FSC. The Board makes every effort to communicate with the FSC members; however the onus is on the parents to find out the information by going to the above sources or asking a Board member directly.

Thank you and welcome to the club!

