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 **Skate**

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Development

Skater's Handbook

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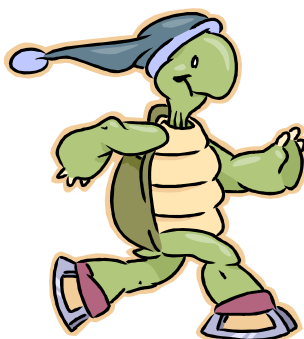
Crowsnest Pass Skating Club

Welcome!!

If you are a seasoned veteran of the skating scene, welcome back for another year. If this is your first year, you have now joined the ranks of the infamous skating parent. These are a unique group of people who recognize one another by the following:

1. You talk a new language about toe loops, three turns, edges and arabesques.
2. You are forever driving to or from the arena.
3. Your toes are permanently frozen – you will likely start carrying a fuzzy blanket in your vehicle.
4. Someone is always phoning or e-mailing you about ice changes or asking for your help and your hands are full.
5. Your hair has that arena smell to it. (No one has been able to define it)
6. Family members are always complaining about dinner being late or the refrigerator being empty.

On the more serious side, skating does provide you child and yourself with many positive experiences. When your child lands his/her first jump, executes three turns or learns the Dutch Waltz, it is a very exciting time for him/her. They are learning new skills and developing confidence in themselves. Educators claim that children involved in a sport that uses their minds and skills are usually better students in school.



Expectations for StarSkate & JumpSkate Programs

Safety First!! Always keep you head up, watch for other skaters.

Skaters having a lesson or going through their program with the music have the right-of-way.

IF you fall, get up right away... it is dangerous to sit on the ice.

If you fall, always try to fall so you land on your bottom.

Dress properly (mittens/gloves and a sweater are a must)

Skaters should bring a water bottle.

Ask your coach before leaving the ice. Before coming on the ice, make sure you have used the washroom and have everything you need (Kleenex, water bottle, mittens, sweater, etc.) Leaving the ice is discouraged.

If you need rest, sit in the box for a few minutes.

Skaters are not allowed to sit on the boards.

Absolutely NO gum, candy, etc. allowed on the ice.

Please be on time for your lessons.

Make good use of your ice time. Practice what you have been taught in your lessons.

Standing around is discouraged.

Remember to say Thank You and coaches always love a big hug!

Have FUN and work hard!!!



Definitions

There are three main disciplines in Figure Skating, each with their own terms for elements and/or levels.

FREESKATE

Free Skate is a series of jumps, small spins, field movements and footwork. When skaters are ready to compete, these elements are performed to a specific times piece of music and choreographed in a pleasing and artistic way.

Examples of the elements your skater will learn or be introduced to are:

Jumps – Waltz, Salchow (pronounced sow-cow), toe loop, loop, flip, and jump combinations

Spins – Two foot, forward one foot spin, backward one foot spin, sit, camel

Field Movements – Spiral, arabesque, Ina Bauer, spread eagle, pivot

Footwork – Three turns, Mohawks, edges, mazurkas, gallops

DANCE

Ice dancing is like Ballroom dancing done on ice. There are several levels of dances ranging from Preliminary to Gold and Diamond. Each dance has specific steps, a specific pattern on the ice and is skated to music with the appropriate rhythm.

When they are ready, your skater may be introduced to the Preliminary Dances. These are the Dutch Waltz, the Canasta Tango and the Baby Blues. After these dances are learned, they will continue on with the system of dances, Jr. Bronze, Sr. Bronze, etc.

SKATING SKILLS

Skating skills are exercises containing edges, turns and field movements designed to teach fundamental movements to skaters of all levels. These skills have basically replaced the old “figures” that were done in a patch session.

They are similar to the dances but they cover more of the ice surface and are more intricate. They are a very important discipline as they teach the basics of every skating move.

Your skater will be introduced to the first level of Skating Skills test when the coach believes they are ready to do so.

Your skater will receive group instruction in all three disciplines as well as a few stroking sessions per week. These are sessions to build their cardiovascular system and also to make them stronger skaters.

Off-Ice Training

Off ice training is anything that a skater does to complement and help improve their skating ability. This includes endurance, strength and flexibility training as well as eating a healthy diet. CNPSC encourages healthy, positive attitudes during the season and in conjunction with this, runs a weekly hour long program that helps the skater build on posture, strength and flexibility. It is open to all skaters who wish to participate and have paid the applicable optional registration fee, however, all skaters must be able to listen to and follow instruction for the duration of the class.

Please come to the lesson prepared with shorts, t-shirt, athletic shoes and water bottle is a must. Skaters may also purchase a Yoga-type mat to make floor exercises more comfortable. All other supplies will be provided.

Skate Canada Tests

Skating Tests in Free Skate, Dance and Skating Skills challenge skaters to learn and develop more advanced figure skating skills. Skaters also work independently along with their group lessons to obtain certificates and crests from Preliminary to Gold. When your skater is ready for a Skate Canada Test, the coach will let you know and give details of taking the tests. There is a fee to take Skate Canada tests.

Competitions

Once a skater reaches a certain level, they may be eligible to perform a Free Skate program, Skating Skills, Dance and Synchro against other skaters who are working at the same skill level in a competition. There is no pressure to enter competitions. There are entry and coaching fees associated with competitions.

There are currently three main competitions that the Crowsnest Pass Skating Club attends (may change depending on the season) These are (but not limited to):

Sparwood Mini – First Saturday in December
South Region FunSkate – End of January/Beginning February
Chinook Open Lethbridge – First weekend in April

Registrations for these events will generally be required 6-8 weeks prior to the event and the fees are set by the host club. If the event is out of town, skaters will be responsible for their own travel and accommodations if necessary. You may also be required to pay additional fees to your coach for time, programs and individual private lessons.

Registration & Fees

Fees are expected in full prior to skating commencement. Payment may be made by cash, cheque or money order to the Crowsnest Pass Skating Club. All forms must be filled out completely and accurately. Any cheques returned to the club will be subject to an NSF fee along with the re-submitting of registration fees before a skater will be permitted on the ice.

Registration fees are set out on the Club Brochure under program fees. Any family with more than two skaters participating in the program is eligible for a 10% reduction of fees towards the third registrant's fees (does not apply to any optional fees).

All registrations include a \$30 mandatory Skate Canada fee, which is non-refundable for any reason. Refunds may be requested to the Membership Chair within two weeks of the program start less the \$30 Skate Canada fee and a \$50 (\$80 total) administration cost. After this time, **no refunds** will be accepted except for a medical reason. If there is a medical reason why a skater cannot continue after the two week period, a pro-rated refund may be granted, providing that the skater can show proof (such as a doctor's note) of medical attention. Please note that this does not apply for short-term instances, only such instances where a skater can no longer participate for the remainder of the season.

Registrations are only accepted until December 31 of that season to ensure that all skaters are able to perform in the carnival in March.

**Fees and volunteer hours are not prorated.

Coaching & Fees

All coaches must be registered with Skate Canada and have taken an appropriate course level to coach your skater. The registration fee you paid in the beginning of the season covers the regular lessons set out for your particular session.

Coaches charge for semi-private and private lessons, time spent listening to and taping music, coaching at tests and competitions. Lessons can be booked in 15 min blocks for a set fee. It is up to the parent to make arrangements for any extra lessons with the coach. The fees are paid directly to the coach who will bill you on accordingly. Lessons may be taken in small groups of 3 to 4 to help keep costs down for parents. If this option interests you, below are our coach's fees for this season

Private Lessons	\$7.50 every fifteen minute
Competition or Test Day Lessons	\$5.00 every event entered except creative
Partnering for Dance Test	\$7.50-\$20 for every Dance test taken
Music for individual Solo	\$20.00 for every solo CD
Travel expenses	mileage of \$0.50 a kilometer, 60.00 food allowance and accommodations if required will be divided by the number of skaters going to a test or competition.

Private Lessons

Although your skater will learn all the necessary elements to become a skilled skater, you or your skater may find that private lessons, either individual or group, are needed to help them develop further. Once a permanent program schedule has been established, private lesson availability will be announced for reserving with your coach. Depending on your needs, most skaters find that one 15 minute lesson per week will help to strengthen their ability.

Program Assistants (PA's)

Program Assistants or PA's as they are generally referred to, are usually senior or experienced skaters that help out with the PreSchool and/or CanSkate programs. This program has been established and encouraged by Skate Canada to develop pre-coaching skills and promote a positive club influence. Depending on your skater's level and ability, they may be asked to PA throughout the season. They would need to commit to a rotating "shift" with the other PA's if they choose to take the opportunity. Although this is considered volunteering, the Crowsnest Pass Skating Club issues a nominal gift for their hard work at various points in the season.

Equipment and Clothing



It is important at this level that skaters have good quality equipment. Better quality boots and blades will provide the needed support as your child advances technically and will help to prevent injury. Used skates are readily available for a fraction of the cost of new ones and a good used pair is a better investment than poor quality new ones or ones that need a long period of breaking in.

Your skater's skates are an investment and should receive proper care. Make sure hard guards are worn when walking around off the ice (even on the rubber matting) or you may damage your blades and lessen their life span. Once the skates are taken off, both the blades and the soles should be wiped thoroughly dry with a towel or chamois. If you have soft guards with a wicking material on the inside, leave them on after they have been dried, as hard guards may cause rusting of the blade. Make sure all screws holding the blades are on tight at all times.

How do you know when skates need sharpening? Skates should be sharpened after approximately 15-25 hours of ice time. If in doubt, feel the blade crosswise with your thumb. If it feels flat or round, they need sharpening. If your skater starts to fall more than usual, especially when going in a circle, they may need to be sharpened.

If you have not already acquired them, JumpSkate and StarSkaters will need appropriate skating clothes. Girls should have skating skirts or dresses and warm up tights or athletic pants. Boys need athletic pants with straps to keep them from flapping (if they are baggy). Both should have warm sweatshirts, sweaters or jackets that are not bulky or restrictive.

Test days and/or competitions are formal occasions and require something fairly dressy, as well as clean laces and polished skates.



Equipment Tips and Guidelines

Skates

- Skates should be fitted with only one pair of tight fitting socks or tights (the same pair that will be worn when skating).
- Skates will generally be approximately one size smaller than your street shoes.
- Skates need to fit properly, provide firm ankle support and consist of good quality leather. Molded skates should be avoided as they are inflexible in the cold and allow the skater less control.
- Ideally blades will be screwed on. Riveted blades are fairly common -check to see that the mounting is centered. The blade should feel centered when walking.

Checking the fit

- pull the laces of the boots very loose through the instep
- slide the foot forward to the front of the boots so that the toes touch the end but are not cramped (they should not curl under)
- have skater stand with weight evenly distributed over both feet ("like a soldier") .bend knees but do not lift heels
- the space at the back of the heel should be no more than a pencil width
- Tie laces loosely over the toe and the front of the foot and snugly over the ankle and instep.
- Skates should fit snugly around the ankle with some room for movement of the toes. .There should be no looseness or creases in the boot.
- The tongue should be well padded and wide enough to cover the front of the ankle and stay in place. ,
- Have the skater walk around in the skates off of the ice; they should feel comfortable. .Have skates sharpened before you leave the store.

Sharpening

- Skates should be sharpened when purchased.
- As blades can be expensive to replace it is recommended that a reputable sharpener be used. Ask one of the club volunteers for recommendations.
- Re-sharpen skates after approximately 15-25 hours of skating (depending on use, care and the personal preference of the skater).
- The bottom toe pick should NOT be removed. This is part of the design of figure skates; it is used for performance of some skills and is essential to proper balance.

Care of Skates

- Wear protective guards when walking to and from the ice surface.
- Dry blades and sole plate using a cloth (i.e. towel) immediately following use. Always remove guards for storage between sessions.
- Unlace skates sufficiently before removing them so that the back of the boot will not break down or rip.
- Air out boots following use.

Helmets

- Helmets are mandatory until stage five and recommended until the end of CanSkate. The helmet fit should be snug.
- Both the strap and the helmet should be adjustable.
- Look for helmets made of hard plastic with a thick sponge layer.
- Look for helmets approved by the Canadian Standards Association (CSA) as they provide assurance of the best quality and safest design.
- A hockey helmet is recommended over a cycling helmet as it is designed to withstand repeated bumps and protect against penetration. The design is also more appropriate to the types of falls in skating.

Clothing

- Clothing should provide warmth, allow for movement and provide some protection against falls.
- Ski suits are generally warm and dry but restrict movement.
- Layering of sweat suits, sweaters, ski jackets and long underwear or leotards is recommended.
- Warm mittens or gloves are a must.
- Long scarves should not be worn as they can be a danger.

Keeping in Touch

E-Mails & Phone

Depending on what you checked as your preferred method of communication on your registration form, the club will either call or send e-mails to notify you of any upcoming events or changes to the program. If you have indicated that you would like to be e-mailed, please make sure that you check your e-mails prior to your program time in case there have been any notices sent out. Also, you can contact the club through cnpsc@live.com.

Newsletters

CNPSC has developed a club newsletter that is sent out by e-mail (for those who prefer) in September, January and April of each season. It has many great articles about the club as well as any dates to remember. If you have asked to be phoned instead of e-mailed, your newsletter will be handed out to you by the Parent Liaison representative. Alternatively, the newsletter will be made available for download on the website at www.crownsnestpassskatingclub.com or can be viewed on the bulletin board.

Club Web Site

The website at www.crownsnestpassskatingclub.com contains all of the information found in this booklet, or where to attain it. There are also links to the Skate Canada Web Site and the Skate Canada – Alberta/NWT-Nunavut website where you can find more information on your program. There are also links to the Club's By-Laws and Constitution.

Please check the calendar page of the website for any updates to the schedule as they are posted here first. Alternatively, you can also find a copy of the calendar on the bulletin board at the Coleman Complex.

Bulletin Board

The CNPSC parent liaison will ensure that the bulletin board at the Coleman Complex is kept up to date of any and all changes to the programs and schedules. Parents and skaters are expected to check this board often and keep informed of all changes. There will also be additional information posted here about upcoming clinics and competitions.

White Board

Occasionally, coaching staff or the executive may use the white board at the ice entrance to notify of any reminders or changes. Please check this and refer any questions to the coach or executive if you have any.

Parent or Skater Concerns

If a parent or skater has any concerns or questions regarding the program or anything else, please refer your question to the Parent Liaison. The Parent Liaison will contact the appropriate person(s) and will contact the member back with an answer, if applicable. Alternatively, you may direct your question or concern to the President via e-mail at cnpsc@live.com or through snail mail at Box 128, Blairmore, AB T0K 0E0. If you feel that your concerns have not been addressed, you can investigate the dispute resolution process on the Skate Canada Alberta/NWT-Nunavut website.(Posted as a link on website)

Skate Canada

Skate Canada has a very informative website at <http://www.skatecanada.ca>, here you can follow some of the athletes and get updates on major competitions and members as well information on all of the Skate Canada sanctioned programs. Also, you can use your Skate Canada number provided on your Member Card to log into the Members Only section for additional information.

Skate Canada – Alberta/NWT-Nunavut

The Skate Canada – Alberta/NWT-Nunavut site has current information on club listings, policies and competitions and clinics from the Alberta/NWT-Nunavut region. Their website is www.skateabnwtun.com .

How the Club Runs

As with many non-profit societies, the Crowsnest Pass Skating Club is entirely driven by volunteers. Without them, our club would not be able to operate. Occasionally, the Executive positions held must be re-elected. If you are interested in helping with any of these positions, please attend the AGM, which will be publicized in the local papers as well as by e-mail to all our members or contact the club president at cnpsc@live.com. Any involvement in these positions will be credited towards your volunteer hours.

Executive Members

The executive is also a volunteer board, elected by individuals from the community and the current holding board members at the Annual General Meeting, often held in late spring. This season's executive board is as follows:

President.....	Linda Dorge
Vice President	Lori Prentice
Treasurer	Kim Amos
Secretary	Sasha Dodds
Membership Chair	Sheila-Rae Olivieri
Test Chair.....	Lori Prentice
Fundraising & Publicity Chair	Linda Dorge
Coaching Representative	Irene Fraser
Parent Liaison	Sasha Dodds
Carnival Chair.....	Jan Rolston
Volunteer Coordinator	Kim Amos

Meetings for this group are often conducted on the first Tuesday of the month (dates are set at the end of the Handbook). All members are welcome to attend providing you have sent in a request to the president , however, they will not be allowed to participate in the conversation or vote on any items. If you would like to add an item to the agenda, you must contact the President at least one week prior to the meeting to arrange this.

Special Committees

As well as an executive board, there are also committees that help to organize special events throughout the season. Executive members as well as parents may assist with and sit on these committees. Members in the committees will generally meet once every two months or as necessary to discuss any issues. They may also attend the Executive Meetings. Volunteering to be a part of any committee will be credited towards your volunteer hours.

Fundraising & Volunteer Requirements

Volunteering

All skating club members (except PowerSkate) are required to give a \$100 post dated check (dated March 31, of the following year) in lieu of 20 volunteer hours (per skater) that must be completed throughout the season in order to have their check returned. Any member that does not complete their hours will have to pay out their time at \$5 per hour.

It is the parents and/or skater's responsibility to have the Volunteer Tracking Sheet filled out and signed by a Club Official at the time that the volunteering is done. Once the form is completed and submitted back to either the Club Treasurer or Club President, your total hours will be calculated at a \$5 per hour rate to determine if you have completed your \$100 requirement. If you have completed all your required hours, your post-dated check will be mailed back to you. If you have only finished partial hours, you will be contacted to discuss payment arrangements.

Fund Raising

As a non-profit society, we also depend on some fundraising activities to continue to keep our program running and to improve existing programs. Parents and or skaters may be asked at certain times throughout the year to participate in these fundraising activities.

Annual Carnival & Wind Up

Carnival

Each March, all of the programs are eligible to participate in a carnival that shows off some of the skills that they have learned throughout the season. It is a wonderful time for other family and community members to come out and show their support. Although skaters learn the skills necessary from the first session to skate in the carnival, skaters will be preparing for carnival through choreography of these skills only in the second half of the season. Therefore it is critical that all skaters attend every session after this time.

Carnival usually provides lots of opportunity to volunteer with setting up, tearing down, costumes, props and decoration which can be used to fill your volunteer requirements.

Wind-Up

Following the annual carnival, our club hosts an annual banquet. The Club provides a free meal for each skater registered with CNPSC and additional tickets for friends and family members are available for a fee. Special awards and recognition are also given out at this time.

Important Dates for 2009/2010 Season

**All are available on the website calendar as well as the bulletin board at the Coleman Complex. These times and dates are subject to change. Please check e-mails, notice board and web site often.

Program Dates

Preschool Program Begins	September 30 @ 5:30-6:00
CanSkate Program Begins	September 30 @ 6:00-7:00
PreSchool and CanSkate Orientation	September 30 @ 5:00-5:30
JumpSkate Program Begins	September 3 @ 4:45-5:45
StarSkate Program Begins	September 3 @ 3:30-4:30
JumpSkate and StarSkate Orientation	September 3 @ 4:15-4:45
PowerSkate Begins	October 4 @ 7:00-8:00
Off-Ice Training Starts	TBA
SynchoSkate Orientation	October 4 @ 4:30-5:30
SyncroSkate Program Begins	October 18 th @ TBA
Last Day to Register Synchro	October 21 st
Last Day to Register all other Programs	December 31

Theme Weeks & Special Days

Oct 4/7	Teddy Bear Picnic
Oct 14	Thanksgiving
Oct 18/21	Bring-A-Friend
Oct 25/28	Halloween
Nov 1& 4	Sports
Nov 8	Red Week
Nov 15/18	Backwards
Nov 22/25	Rockstar
Nov 29/Dec2	Animals
Dec 6/9	X-Mas
Dec 13	Noise Week
Dec 14	Christmas Potluck-All Skaters Family Skate
Jan 3/6	Pajama
Jan 10/13	Under the Sea
Jan 17/20	Beach
Jan 24/27	Olympics
Feb 3	Valentine
Feb 7/10	Carnival Prep
Feb 21/24	Carnival Prep
Feb 28 & Mar 3	Carnival Prep
Mar 7 & 10	Carnival Prep

Holidays- No Skating Days

Labour Day	September 7th
Thanksgiving	October 11 & 12

Remembrance Day	November 11 th , 2009
Christmas Holidays	December 15-January 2
FunSkate Weekend	January 29-31
Family Day	February 14-February 20

Executive Meetings – 7pm at Best Canadian Motor Inn Conference Rm

October 6, 2009	
November 3, 2009	
December 1, 2009	
January 5 th , 2010	
February 2 nd , 2010	
March 2 nd , 2010	
April 6 th , 2010	
Annual General Meeting	TBA

Competitions & Test Days

Calgary Region Open	Nov 27-29
Sparwood Mini	Dec 5
Alberta Winter Games Run-Offs Indus,AB	December 5-6
South Region FunSkate Vulcan,AB	Jan 29-31
Alberta Winter Games Finals Cold Lake,AB	Feb 4-7
Chinook Invitational- Lethbridge,AB	Apr 9-11

Clinics

Program Assistant Clinic	September 25 @ 3:15-4:45
Choreography Clinic	October 3

Important Carnival Dates

Costume Fitting	Feb 28
Carnival Set Up	March 13 @ 11am
Dress Rehearsal	March 13 @ 4 pm
Carnival	March 14 @ 2pm
Wind-Up	March 14 TBA

CNPSC Member Survey

This questionnaire was developed for informational and growth purposes only within the Crowsnest Pass Skating Club and will not be shared with anyone outside our board. It is strictly confidential and your personal information is not submitted with this form, so there is no way to trace it back to you. If you have more than one family member in skating, please make sure to fill out this form for each skater and apply the answers specifically to each. We ask that you be as honest as possible as we hope to use these comments to reflect on the current season and create a better season in the future.

There is a copy of this form on the next page that you may use for your skater. If you need additional copies, you may download one or more from the website. As well, this form can be quickly filled out on the CNPSC website (made available in February of each season), where it is automatically submitted. Although you will need to sign in to fill the form out (so that we can ensure only members are submitting forms), no personal information is submitted with your form, so it is kept strictly confidential.

Thank you in advance for your time to complete this questionnaire, we appreciate your replies.



Member Satisfaction Survey

Instructions: Please complete survey and return to the Membership Chair or Parent Liaison prior to the Wind-Up

Please check the program(s) in which you are/ your child is currently registered:

Preschool CanSkate STARSkate PowerSkate Synchro
 CanSkate ADULTSkate JumpSkate PrePower
 Off-Ice

- 1) Is this your / your child's first time skating with our club? Yes No
a) **If not, how long have you/your child been participating?** years
- 2) Did you / your child enjoy their skating lessons this season? Yes No Was neutral
- 3) What specifically did you/your child like about the program?
- 4) What areas of the program (on or off-ice), if any, could be improved?
- 5) Did the program schedule meet your/your child's needs this season? Yes Somewhat No
a) **If not, please provide suggestions for improvement:**
- 6) Did the quality of coaching meet your expectations? Yes Somewhat No
a) **Comments/suggestions:**
- 7) Did the club's methods of communication – (i.e. . newsletter, e-mail updates, bulletin board, etc) meet your needs and keep you informed of club news, schedule changes, etc? Yes No
a) **If not, please provide any suggestions to improve communication:**
- 8) Any other comments/suggestions?
- 9) Will you/your child skate with us next season? Yes No Unsure
a) **If Unsure or No, please explain:**

Thank you for helping us to improve our programming and member service!

General Rules and Regulations

Coaches, skaters and the executive all have separate responsibilities as members and are expected to hold them to the standards set forth by Skate Canada and their individual club. Any member not upholding these will be subject to disciplinary action.

The Crowsnest Pass Skating Club adheres to all guidelines set forth by Skate Canada. Many of our rules and regulations are set forward in our Club's Constitution and Bylaws, a copy of which can be found on our website or by requesting a copy from our club Secretary. Other guidelines such as the Coach's Code of Ethics, Club Code of Ethics, and Parent Codes of Conduct can be found on our website at www.crowsnestpassskatingclub.com under Parent Info & Guides. If you would like a printed copy, please contact the Parent Liaison or Club Secretary.