

BEAUMONT SKATING CLUB
Parent Handbook
Updated: April 2019
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WELCOME TO THE BEAUMONT SKATING CLUB!

Beaumont Skating Club's Parent Handbook is designed to help all our Club members and their parents understand the aspects of the Beaumont Skating Club, all our programs and Skate Canada. This is a live document that changes as BSC grows.

SKATE CANADA

Beaumont Skating Club (BSC) is a Skate Canada sanctioned club within the AB/NWT/Nunavut section of Skate Canada and our programs are developed and implemented by Skate Canada standards.

Skate Canada is the governing body of amateur figure skating in Canada. It provides standards and rules for the activities of its members, qualifies and appoints evaluators, judges, and other officials, conducts training seminars for coaches and skaters, provides information to the general public, and provides financial support. Membership includes all amateur Figure Skating Clubs, all skaters of each club, coaches and officials. All members are registered with Skate Canada through their home club upon payment of the annual registration fee. Each skater will receive a Skate Canada registration identification number that has been recorded at the national office. This number does not change and remains your link to Skate Canada forever; even in years you are not an active member. In order to attend a Club or Skate Canada Sanctioned Test Day, Competition or any other Skate Canada sanctioned event you must be a current member of Skate Canada.

BSC delivers quality learn-to-skate, recreational and competitive Skate Canada programs. If you have any questions or you would like to help out with anything, please contact any Executive Member.

BSC REGISTRATION FEE/SKATE CANADA FEES/INSURANCE/SAFE SPORT

As a Skate Canada sanctioned club, all members of BSC pay a once a season fee that includes the mandatory Skate Canada Fee, Insurance and Safe Sport fee.

PreCanSkate & CanSkate:

- \$40 Skate Canada Fee/skater/per season

Intro to Figure Skating/Junior Prep & STARSkate:

- \$40 Skate Canada Fee/skater/per season

REGISTRATION

[Registration](#) for all our programs is completed online through the Uplifter Registration system. All programs that commence in the Fall registration will be open on August 1st unless otherwise advertised. All programs that commence in January registration will be open on December 1st unless otherwise advertised.

For more information on our registration, please follow us on [Facebook](#) or check our website at www.beaumontskatingclub.com

COMMUNICATION

- **Website and Email** – Visit our website at www.beaumontskatingclub.com which is updated regularly with the latest news, up coming events and important dates.
- **Email** - You will also receive emails from the Beaumont Skating Club, beaumontskatingclub@outlook.com reminding you of upcoming events. Please ensure you provide us with a current email address so we can keep you informed.

- **Social Media** – We have a [Facebook](#) page which can be found by searching Beaumont Skating Club.
- **Bulletin Board** – We encourage you to check our bulletin board often for current information. The board is located on the main floor of the Ken Nichol Recreation Centre just outside Arena 2.
- **Newsletters** – two newsletters (Fall and Winter) are emailed, posted on website and on bulletin board at the KNRRC per skating season

BSC EXECUTIVE

All Executive positions with Beaumont Skating Club are volunteer elected positions. It is due to the hard work of these individuals that our children are able to skate at all levels. The BSC Executive is active 12 months of every year from August 1st – July 31st. During this time, we are organizing fundraising activities, registering skaters, organizing test and competition days, and carrying out the multitude of other details related to the operation of our Club. New Executive members are elected at every annual AGM in March. A monthly meeting that Executive members are required to attend is held during the skating season on the first Thursday of the month, except January when it is on the second. All meetings are open to ALL BSC members as well. If interested in being part of the Executive and would like more information, contact any of the existing Executive Members.

BEAUMONT SKATING CLUB EXECUTIVE POSITIONS

President

Vice President

Treasurer

Secretary

Test Chair/Skate Canada Representative

Fundraising and Events Chair

Registration Chair

Communication/Website Chair

Members at Large

COACHING STAFF

As a Skate Canada sanctioned club, Beaumont Skating Club provides coaches that are certified to teach under the strict rules of the Skate Canada mandate. All Coaches that are coaching Skate Canada programs must meet Skate Canada requirements.

PROGRAM ASSISTANTS

All skaters in STARSkate 10 years of age or older are encouraged to become Program Assistants for the younger skaters during PreCanSkate and CanSkate sessions. Their duties include assisting the professional coaches during lessons, leading activities in the warm-up and cool-down portion of the sessions and helping our new skaters to get their balance on the ice. Visit on our website for [more details](#).

CLUB GUIDELINES

1. Proper courtesy must be extended to all skaters and coaches at all times by skaters and parents. Swearing, kicking or stomping the ice or other disrespectful behavior will not be tolerated. Offending skaters will be asked to leave the ice immediately. [Click here](#) for Skate Canada Parent Code of Conduct.
2. Permission must be attained before leaving the ice for any reason. This is both a courtesy to staff and a safety factor for the skaters.
3. If a parent or a skater not during lesson time needs to speak to a coach, please do so while they are off the ice. Try not to interrupt them while they are teaching.
4. No skater is to be on the ice at the same time as the zamboni.
5. No skater is to be on the ice without a coach present.
6. Skates must be worn on the ice at all times.

7. No parents are allowed on the ice at any time, for insurance reasons.
8. All PreCan and CanSkate skaters must wear a **CSA Approved Hockey Helmet - full face shields are recommended.** ([Click here for Skate Canada helmet policy](#))
9. Skaters are not to enter or leave the ice over the boards or to sit on the boards.
10. No gum, candy or food is allowed on the ice or penalty box area.
11. Skate guards must be used when skaters leave the ice, for safety reasons.
12. Dressing rooms must be kept clean, tidy and orderly. This means that trash must be placed in bins provided.
13. Skaters must be in "good standing" to participate in Skate Canada sanctioned events (test days, ice shows, competitions, etc.). "Good standing" means that the skater's registration and coaching fees (if applicable) are paid to date and that the skaters is not under any disciplinary action.
14. All skaters that are taking private/semi private lessons who fail to notify the Coaches of absence will be charged for lessons set for time missed. 24hrs notice to the Coach is preferred; however 12 pm noon the day of the lesson will be accepted. Notification to the Coaches is to be made by the skater or their parent ONLY via the Coaches phone.

REFUNDS

We as a Club understand that sometimes skaters are not ready for skating when we, as parents, think they are. We are happy to offer a refund providing the following:

- It is the skater's responsibility to notify the Registrar at BSCRegistrar@outlook.com of any withdrawals or changes to their program.
- All requests for refunds **must be in writing** to the Registrar at BSCRegistrar@outlook.com. Failure to put in writing may result in you still being responsible for fundraising/volunteering commitments you signed up for or you will be charged those fees.
- Depending on the date of withdrawal a \$25 Administration Fee may be applied.
- Depending on the date of withdrawal, the BSC Registration fee will not be returned.

Full Refund Policy: withdrawal 7 days prior to the start date of the program, a full refund will be issued.

Pro-rated Refund Policy: withdrawal less than 7 days prior to OR up to 7 days after the start date of the program, a \$25 Refund Administration Fee and the BSC Registration fee will be charged and a refund for the pro-rated remainder of the season will be issued.

NO REFUNDS will be issued including Fundraising and Volunteering, if withdrawal occurs more than 7 days after the start date of the program.

POWERSKATING Refund Policy: a full refund will be issued if withdrawal is 7 days prior to the start date of the program. Withdrawals that occur BEFORE the 2nd class will incur a \$25 Refund Administration Fee and the BSC Registration Fee and a refund for the pro-rated remainder of the season will be issued. After that deadline, NO REFUNDS will be issued.

NON SUFFICIENT FUNDS (NSF) & ADMINISTRATION FEES

- The Club imposes a \$25 NSF on all cheques returned back to the club.
- All Registration Refunds will have a \$25 Administration Fee imposed on them.

CLUB FUNDRAISING

All programs with the Beaumont Skating Club are subsidized through a variety of fundraising initiatives which vary each year. For the current fundraising initiative, visit the [website](#) for details.

For Intro to Figure Skating, Junior Prep and STARSkate an Extra Fundraising initiative is available. This program is to help pay for competition fees and coaches fees. This is OPTIONAL. Visit [website](#) for details.

CLUB VOLUNTEERING

We are a non-profit organization and all Executive roles are filled by volunteers. It takes a lot of time and effort from everyone to operate the club. The Executive needs the help of parent volunteers to run the club.

CALENDAR of EVENTS

Visit our [website](#) for a BSC calendar.

EQUIPMENT

Proper equipment is essential to becoming skilled in most sports and Skating/Figure Skating is no exception. Skaters of all levels cannot learn skills unless their boots fit well and support their ankles. If a youngster cannot walk across the floor holding his/her ankles up, it is highly unlikely that he/she will be any better on the ice.

[Click here](#) for skate fitting details.

SKATE GUARDS

They are used to protect skate blades from damage by surfaces other than ice. They are placed over top the skate blade covering it. They protect the blades from cement, rocks, metal or wood which can damage the skate blade, resulting in uneven skating, due to rusty and dull blades.

Skate guards should be removed from the blades when the skates are stored. This is to prevent the blades from rusting.

CARE OF EQUIPMENT

Taking care of your skate boots and blades are very important. Some tips for taking care of them:

- After every wearing, blades should be dried with a cloth and stored without plastic guards. They can be stored with soft guards on.
- Have a skate bag to keep skates, guards, soft guards, wipe cloths, extra laces, helmets, etc. organized and at hand.
- Boots and laces should be kept clean. If not, residue can fall onto the ice and potentially cause problems on the ice surface.
- While removing skates make sure that they are sufficiently unlaced so that the back of the boot will not break down.
- Blades are sharpened properly on a regular basis. This is very important as the blade is the contact that makes the edges enabling a skater to do turns, jumps and spins. A poor sharpening can ruin the blade forever and affect skating ability. It may cost a bit more, but having them done by an experienced technician will increase the blade's longevity.
- Figure Skates - The bottom pick should not be removed from a beginner's figure skates. The bottom pick may take a bit of getting used to, but it is important for jumping, footwork and balance.

WHAT TO WEAR

PreCan and CanSkate Clothing

- Please dress your child in clothing that they can move easily in and will be warm/dry.
- Skaters must wear gloves. No fuzzy gloves as they leave pieces of fabric on the ice which is a hazard.
- Layers are best. i.e. a light pant with a splash pant on top or two pairs of light pants
- Snow pants are not recommended as they can restrict the skater's range of motion.
- No scarves.

PreCan and CanSkate Helmets

CSA approved Hockey Helmets are mandatory for ALL skaters in the PreCanSkate and CanSkate programs. No other helmets will be allowed. [See Skate Canada Helmet Policy](#)

Helmet will be checked prior to skaters starting their first lesson. If the helmet does not meet the appropriate Skate Canada standards, one warning will be given. After the warning, if the helmet still does not meet the appropriate Skate Canada standards, the skater will not be allowed on the ice until corrected.

IFS/Jr Prep/STARSkate Clothing

- Sharpened figure skates; white for female and black for male
- Female skaters are to wear skating dresses or leggings, tights, snug sweaters (no hoodies please) and gloves. No fuzzy gloves as they leave pieces of fabric on the ice which is a hazard.
- Skate dresses can be found at United Cycle and Pro Skate. Our BSC Buy and Sell Sale on Sept 24 may have some too.
- Male skaters are to wear sweatpants or joggers, snug sweaters (no hoodies please) and gloves. No fuzzy gloves as they leave pieces of fabric on the ice which is a hazard.
- Layers work best. For example, a pair of tights then layer with a second footless pair of tights. Tank tops under skating dresses. Long sleeve shirts under skating jacket. Please come prepared for 'colder' training sessions.
- Hair is to be tied back and off the face for safety while performing jumps and spins.

IFS/Jr Prep/STARSkate Helmets

Skaters who have not passed Stage 5 must wear helmets during their lessons. This is in accordance with the Skate Canada Helmet Policy. Coaches will contact you if your skater needs to wear a helmet.

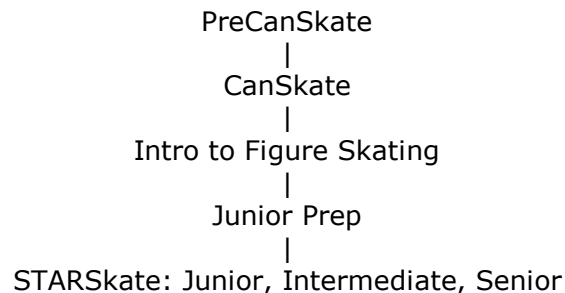
If your skater has passed Stage 5, it is at the parent's discretion whether your skater wears a helmet or not.

DRESSING ROOMS

The Beaumont Skating Club rents out up to two dressing rooms. These are subject to change so we cannot guarantee we will have the same room during each session. Dressing rooms are unisex unless otherwise indicated.

Please check the KNRRRC Schedule board upon arrival to confirm which rooms are for BSC on each particular day.

SKATING PROGRAMS



PreCANSkate

This is a 30 minute class designed specifically for children 3-5 years of age who have not had any significant time on skates. This class introduces children to the ice and helps them to become comfortable on skates through the use of music, toys, and games. Basic skating skills are taught such as getting up from a down position, forward movement, backward movement, and stopping.

All lessons are given in a group format, led by a NCCP certified coach and trained program assistants. Children must be somewhat independent and not require constant one-on-one supervision. **CSA Approved Hockey Helmets are MANDATORY.** Skaters will be ready to move onto the CanSkate

program when they have gained confidence on the ice and have shown skill in getting up, gliding on each foot and stopping.

Every child's development (physical, emotional and social) is different and so does being ready to learn in a group environment. A child must be able to understand simple instructions and follow directions from a person other than their parent.

Please be patient with our Coaches and most importantly with your Skater while they are learning to skate. If you have any questions or concerns, please contact your skater's coach or our Coach/Parent Liaison.

CanSkate

CanSkate is a 45 minute class designed for beginners ages 5 and up. This program focuses on fun and participation while teaching basic skating skills (skating forward, skating backward, stops, turns, spins, jumps). Lessons are given in a group format, led by a NCCP certified coach and trained program assistants. Skaters progress at their own rate and coaches make sessions active using teaching aids, music, circuits, and games. Progress reports, badges and other incentives are awarded as skaters move up from one stage to the next. Skaters will be ready to move onto STARSkate when they have completed all six stages of CanSkate. **CSA Approved Hockey Helmets are MANDATORY.**

STARSkate

STARSkate offers opportunities for skaters of all ages to develop fundamental figure skating skills in the areas of ice dance, skating skills, and free skate. This program teaches figure skating skills in a progressive and sequential manner, and skaters have the opportunity to take Skate Canada Tests through a nationally standardized testing system. Skaters who have mastered figure skating skills in STARSkate may also choose to pursue synchronized skating or pairs skating.

Beaumont Skating Club offers a variety of STARSkate levels:

Intro to Figure Skating & Junior Prep

Intro to Figure Skating and Junior Prep programs are transitional and recreational stages that serve as a bridge between CanSkate and Senior STARSkate. Skaters are introduced to figure skating skills in the areas of Ice Dance, Skating Skills, and Free Skate, with Preliminary levels offered for all three. 30 minute lessons are given in a group format, and then skaters will also begin to learn independent work skills. This can also include private lessons. There are a number of invitational competitions available to the skaters at this level. Skating Dress Code and Skater's Responsibilities are in effect at all times.

Junior, Intermediate and Senior STARSkate

These STARSkate programs are available to all skaters, both competitive and recreational. Skaters will continue to work on their Ice Dance, Skating Skills, and Free Skate and can begin testing in all these areas at the discretion of the Coaches. Instruction is given mostly as private or semi-private lessons, based on a contractual agreement between the skater, parents and the coach. This means that fees charged by the Club are ice fees only; private/semi-private lesson fees are paid directly to the skater's coach. STARSkate is designed to allow each skater to reach his/her potential through private instruction, practice time, and competition (if desired). Off-ice training is mandatory for skaters working on their Preliminary Skate or higher. Skating Dress Code and Skater's Responsibilities are in effect at all times.

Coaches Fees – Private/Semi Private Lessons & Competitions/Test Days

For skaters receiving private and semi private lessons along with those attending Competitions and Test Days, coaches fees are separate from regular ice fees. These fees are charged by the Coaches/Partners and skaters/families must communicate directly with each other. Coaches require that the fees be paid within one week of the bill being presented. If you have any questions, please contact your Coach to discuss.

Class Cancellations & Make Up Classes

Make-up classes will not be offered as a result of rain, snow or other inclement weather. Make-up classes will not be offered as a result of personal illness or scheduling conflicts.

Beaumont Skating Club reserves the right to cancel any program due to insufficient enrollment. Upon

cancellation a full refund will be made.

Intro to Figure Skating, Junior Prep and STARSkaters must provide absence notification to their coach by no later than 12 noon the day of their lesson or they will be charged for the missed lesson.