

Clinton Figure Skating Club



Handbook

Welcome to **Clinton Figure Skating Club**

Home Ice

Clinton Arena
36 Kirkland Avenue
Clinton, NY

Mailing Address

PO Box 322
Clinton, New York 13323

Website

ClintonFSC.com

Visit Us on Facebook

facebook.com/ClintonFSC

Mission Statement

The mission of the Clinton Figure Skating Club is to provide programs, facilities and professional skating instruction that will encourage each individual to pursue personal growth and development opportunities to achieve his or her own skating goals in a welcoming and safe environment.

Clinton Figure Skating Club is dedicated to promoting good sportsmanship, respect for each other and respect for all levels of achievement.

The **Clinton Figure Skating Club** supports a zero tolerance policy for unsportsmanlike behavior. Its members, representatives, coaches, parents/guardians and family members should continually raise the standard of behavior both on and off the ice. We believe that skating competition and training should demonstrate high standards of ethics and sportsmanship, and promote development of good character, as well as other important life skills.

Membership Responsibility:

Membership in the Clinton FSC is a privilege and members of the Clinton FSC are required to adhere to the **Clinton FSC's Code of Conduct**.

Jurisdiction:

The Clinton FSC maintains jurisdiction over the conduct of its members at events that are **hosted by the Clinton FSC**, sanctioned by US Figure Skating, endorsed by the Ice Sports Industry (ISI), as well as communications on the internet. These include, but are not limited to:

- **Club Ice Sessions**
- **Synchronized Team Practice Sessions**
- **Critiques and Exhibitions**
- **US Figure Skating Tests**
- **Competitions**
- **Schools, Seminars**
- **Parties**
- **Online Communications, Message Boards, Social Media, etc.**

Please read and review Clinton Figure Skating Club's Code of Conduct on the last page of this handbook.

Introduction

The Clinton Figure Skating Club, Inc. (C.F.S.C.), one of the oldest figure skating clubs in the country, was formed to give the youth of Central New York the opportunity to enjoy figure skating. Full membership in the United States Figure Skating Association was granted for the 1951/52 Season.

The purpose of the C.F.S.C. is to:

- Encourage the instruction, practice and advancement of figure skating
- Encourage and cultivate a fraternal spirit among skaters
- Sponsor and produce an annual ice show wherein Club members display to the public the entertainment value of the sport

Membership in the C.F.S.C. is a privilege not to be abused. Any member who disregards the rules/guidelines in this book, or otherwise shows inappropriate behavior or disrespect to other skaters or adults in charge, could lose his/her skating privileges.

Club-By-Laws:	The Club-By-Laws are available to all members. If you would like a copy, please consult the club website (www.clintonfsc.com).
Location:	The Club, a non-profit organization, is located at the Clinton Arena, Kirkland Ave., Clinton, NY 13323. The Club has exclusive use of the arena during Club sessions. The Club is not a division of the Arena, but a tenant of the Arena.
Dues:	Half of the total fee is due on the day of registration. The second payment is <u>due by November 15th</u> . All payments not received on time will result in loss of ice privileges, in addition to attending testing sessions and competitive events, until full payment is received.
Information:	The Club sends out a newsletter periodically to all members. In addition, information is posted on the bulletin board in the downstairs hallway. The brochure received at registration is a valuable source of information (phone numbers, levels, schedule, etc.). It should be retained for future reference. Please also find current information on our Facebook page at facebook.com/clintonfsc and our website at clintonfsc.com .

<p>Group Instruction:</p>	<p>Group instruction is provided by qualified figure skating instructors designated as “Club Professionals.” Skaters are grouped in classes based on age and ability. Group instruction is available for all skaters through Freestyle 4. Group instruction schedules are set up after registration in early September. Group instruction will end for all skaters not participating in the ice show generally during the last week of February.</p>
<p>Private Lessons:</p>	<p>Private lessons are available by contacting the Professional (Pro) of your choice. The skater is responsible for payment of all private lesson costs and fees for ice time, if applicable. Skaters usually have a private lesson during a session of the level for which they are registered. If a Learn to Skate private lesson is approved during a scheduled freestyle ice time, the skater must leave the ice immediately upon completion of the lesson. (In other words, no Learn to Skate free skate time is permitted in this situation.)</p>
<p>Age Limit:</p>	<p>There is no age limit to be a member of the C.F.S.C., lessons are available for pre-school through adult levels.</p>
<p>Guests:</p>	<p>Members of other figure skating clubs sanctioned by the U.S. and Canadian Figure Skating Associations will be allowed to “drop in” for an unlimited number of sessions at a cost of \$15.00 per session.</p>
<p>Former Members:</p>	<p>Former members that are currently attending college and have a current U.S.F.S. registration may attend an unlimited number of sessions at a cost of \$15.00 per session.</p>

Membership Classifications

Skaters are placed in the appropriate level at registration in September. However, if a skater advances to another level throughout the season they are allowed to move to that level. Any additional costs resulting from movement to a new level will be prorated.

Snowplow Sam:	Ages 2-5
Learn to Skate:	Any skater working in the U.S.F.S. Learn to Skate Badge Program (Badge 1 – 6) (Typically age 5 and up)
Bridge:	Skater has passed U.S.F.S Learn to Skate Badge 6 and is working on U.S.F.S. Learn to Skate Pre-Free Skate through Free Skate 4 badges
Low:	Skater has passed U.S.F.S Free Skate 4* to complete the U.S.F.S. Learn to Skate program and is now a full member of US Figure Skating (Private lessons only)
High:	Skater has passed Juvenile Freestyle test and Intermediate Moves in the Field (MIF) tests (Private lessons only)
Adult/Collegiate:	Skater over 18 years of age and/or enrolled in college
Joint:	Full-time member at another club purchasing additional ice or is a homeschooler purchasing a single session
Associate:	Non-skating member

*Note – A Club exception is available for skaters who wish to advance to Low Level Freestyle after skater has passed Freestyle 2. Board of Director approval is required with submission of a written request signed by parent/guardian and skater’s coach.

CLINTON FIGURE SKATING CLUB MISSION, RULES and GUIDELINES

The Mission of the Clinton Figure Skating Club is to provide programs, facilities and professional skating instruction that will encourage each individual to pursue personal growth and development opportunities to achieve his or her own skating goals in a welcoming and safe environment.

Clinton Figure Skating Club is dedicated to promoting good sportsmanship, respect for each other and respect for all levels of achievement.

Skating parents, guardians, board members, coaches and skaters will abide by the following code of conduct:

I will conduct myself in a responsible manner consistent with the values of fair play, integrity, open communication, and mutual respect.

I will be positive and friendly at every opportunity. This means to support all skaters and coaches from our rink as well as other rinks. Congratulate fellow competitors and applaud the accomplishments of other teams as well as our own.

I will Praise positive accomplishments, even if it's just getting back up from a fall. Learn from mistakes, and always show good sportsmanship. Praise builds self-esteem; jealousy destroys it.

I will place the desire to do my best ahead of the desire to win.

I will treat all skaters, coaches, parents, rink employees, board members and skating officials and their property with dignity, courtesy, and respect.

I will promote a safe and healthy environment.

I will be a positive role model. I will refrain from any behavior or comments that are profane, insulting, harassing, sexist, racist, abusive, disrespectful, or otherwise offensive.

I will follow the rules set by the Clinton Figure Skating Club, Clinton Arena and the Town of Kirkland.

I will keep the ice facility clean, and always pay for ice time, classes, practices, and private lessons.

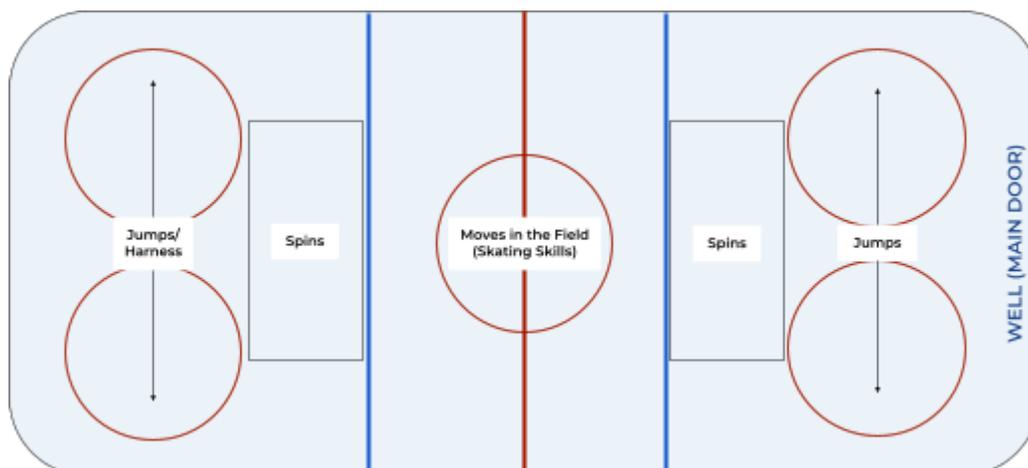
I will appreciate all of the volunteers who work hard to make each skating club work. I will help out and volunteer when I can.

I will resolve conflicts with other skaters, parents, coaches, board members, and others privately or bring the issue to the attention of a board member.

I will help to build team spirit, not break it down. I will not take part in gossip or spread rumors. I will be friendly and help those involved in figure skating, especially those new to the sport.

Rules of the Ice

- Be respectful, considerate and understanding of all skaters. Be mindful of where you are on the ice and where others are on the ice. Sometimes you will be in the way of others and sometimes others will be in your way.
- No food, gum or beverage on the ice. (except water)
- No tag, racing, fighting, climbing the boards or other misconduct either on or off the ice.
- No cell phones allowed on the ice at any time.
- Do not stand and talk in the middle of the rink – stand at the boards.
- Team/penalty boxes will be used for emergency stops only (i.e.: retie skates). The doors must be kept closed.
- Parents and non-skaters are not allowed in the “well” (entryway to the ice surface).
- Skaters are encouraged to keep moving on the ice. Free skating time is to be used for practicing what was learned during the lesson. If a skater falls, it is very important to get up quickly to avoid further injury.
- No ponchos, capes, long tailed hats or long scarves. Mittens or gloves should be worn for safety reasons. Do not wear hats or hoodies that inhibit your field of vision. Long hair should be pulled away from the face and secured.
- It is important that skaters/parents do not interrupt a professional that is giving a lesson.
- The following skaters have the right of way:
 1. Skater/coach using the jump harness.
 2. Skaters performing their program.
 3. Skaters receiving a private lesson.
 4. Skaters that are ice dancing to the announced dance.
- Each skater will be allowed his/her program played a maximum of two times during any Freestyle session.
- Each professional is entitled to two program requests per 15-minute lesson for a student or three times for a 30-minute lesson.
- All professionals and monitors have the right to address any skater not following the above rules.
- All skaters will abide by the rink diagram below.



Conflicts and Disciplinary Policy

Any member or members having a complaint against another member may report the same in writing to the President of the Board. (Any member will be defined as skater, skater's family (to include guardian(s)), board members, and coaches).

Violations may be issued by coaches, board members or club officials.

If a member has displayed problems as defined by the Code of Conduct or the Rules and Policies, the Board will customarily follow the violation guidelines listed below.

1st violation will be documented with a warning

2nd violation will be documented and may result in suspension from the Club for 1 week

3rd violation will be referred to the Board of Directors for determination of further disciplinary action.

No member shall be expelled without the right to a "hearing".

As such, skaters, or their responsible designee, will abide by all rules or submit to the appropriate disciplinary action.

**C.F.S.C. adheres to the U.S.F.S. SkateSafe program. More information can be found at:
www.usfigureskating.org/skatesafe**

The Disciplines of Figure Skating

<p>Free Skating: (Singles/Pairs)</p>	<p>Free Skating or Freestyle, as it is sometimes known, is the most popular and probably the best known form of figure skating. Freestyle skating incorporates all of the technical aspects in conjunction with artistic content, as well as various numbers of jumps and spins skated to a specific length of music. Moves in the Field tests are a prerequisite to testing the corresponding Freestyle test.</p>
<p>Ice Dance: (Solo/Partnered Pattern and Free Dance)</p>	<p>Ice dancing is fundamentally a skating version of International Ballroom Dancing and, like ballroom dancing, consists of certain individual dances and exhibition dancing. The most common dances are the compulsory dances that are skated in a predetermined pattern over the ice surface. Dances can be tested either solo or with a partner depending on the testing track the skater has chosen. For specific information on Ice Dance requirements, please refer to the U.S.F.S. Rulebook.</p>
<p>Moves in the Field: (Skating Skills)</p>	<p>Moves in the Field encourage beginning skaters to learn the fundamentals of Free Skating, starting with basic knowledge of steps, edges and form. Levels progress through to Senior, where the skater must display power, extension, strong edge control and precise footwork. A skater must pass the corresponding level of Moves in the Field before he/she is eligible to take the Free Skating test. However, the skater can advance to one or more higher Moves in the Field levels without taking the corresponding Free Skating test.</p>
<p>Synchronized Skating:</p>	<p>Synchronized skating (synchro), or Precision Skating as it was previously known, has been an important aspect of the C.F.S.C. for many years. Teams can be comprised of many different ages/levels of skaters ranging from Preliminary through Senior.</p>

ADDITIONAL INFORMATION

Volunteer Service Program

This program was established to give the opportunity for the upper level skaters to assist the Learn to Skate Instructors during the group lesson. Volunteers must be registered at the High or Low Level and be at least 12 years of age on the previous July 1st. For skaters younger than age 12, interested applicants will be required to have the recommendation of a professional and applications will be considered on a case-by-case basis.

Learn to Skate Competition

The club holds an annual competition for the skaters registered at the Learn to Skate Level. This event is open to all skaters registered at this level and there is a minimal entry fee required. Skaters compete against other skaters within the club and ribbons are awarded.

U.S.F.S Test Sessions

Starting with the Pre-Preliminary Level, skaters must take tests from official U.S.F.S. Judges. Test sessions are held throughout the year at area skating rinks. Testers must be members in good standing (membership must be paid). The test form is provided by the skater's Professional and must be signed by an officer or test chairman of the C.F.S.C. There is a charge for taking tests.

Annual Award Banquet

This is held every spring to recognize the cumulative accomplishments of all Learn to Skate and Freestyle skaters. The Test Chairperson recognizes skaters that have passed U.S.F.S. tests with a certificate provided by the U.S.F.S.

In addition to the above, the following recognitions and awards are granted: Synchronized team skaters are recognized by the team coordinators, skaters who participated in the Volunteer Service Program are recognized – including the recipient of the Volunteer of the Year award, awards are given to all skaters moving up from Learn to Skate to Low Freestyle, and the Sportsmanship Award recipient is announced.

The Sportsmanship Award was originated by Mr. Stan Garbowski, a former member of the C.F.S.C., who donated the trophy in 1972. To be eligible for this award, the skater must be a full member of the C.F.S.C. and be registered at the High Level. Ballots are handed out to skaters in Low and High Freestyle during Ice Show weekend to cast their votes.

Music System

A music system is provided to play a skater's music during lessons and practice sessions. Volunteers are needed to play music during all Bridge, Low, High and Synchronized Ice Sessions. Please see the chairperson to volunteer!

Ice Show

Each spring, the C.F.S.C. presents an ice show that features all club members who wish to participate. Volunteers are needed to fit/sew costumes, sell ads for the program book, work on props, music, video, etc. Sign-up sheets are posted throughout the season. All members are required to sell ice show tickets as part of their assessed fee, regardless of participation in the show. Information regarding the ice show is available at the start of the season. *Skaters must be signed up by December 1st to participate in that season's ice show.*

Injury Policy

Although it is our hope that no skater is ever injured, as with any sport, injuries do happen. If a skater becomes injured during a C.F.S.C. session, please notify a coach or board member immediately. A first-aid kit is available in the club room, as well as ice packs. Should a skater be injured while a parent or guardian is present, C.F.S.C. will defer to the decision making of the responsible adult. Should a skater be injured while a parent is absent, it is at our discretion to call for emergency assistance. In the event that any medical attention is requested or required, a family representative, along with a board member, will be required to complete a U.S.F.S. injury report form. These forms are located in the club room. If an injured skater seeks professional medical assistance for these injuries, a written release from a medical professional must be submitted to the Board of Directors before the skater may be allowed to return to skating.

Purchasing Skates/Blades

Even if a skater intends on playing hockey in the future, it is recommended that he/she start learning the basics in figure skates.

You should not be able to take the top part of the boot and easily bend it back and forth.

For the skaters registered at the various Freestyle Levels, the blades should be screwed in and not riveted.

Be sure to ask your pro if they have a brand that they would recommend (both boot and blade).

Skates generally will run from a ½ size smaller than your shoe size.

To check fit, have the skater put their toes to the end of the skate. If there is more than a finger's width of space from the back of the skate to the skater's heel, the skates are too large.

Most skates come in a medium width. If the skater's toes are pinched, you might need to order a wider skate. When lacing the skates up, if you find that there are less than two inches of laces over the tongue, you might need a narrower pair of skates.

Caring for Skates/Blades

Skates should be sharpened at least three or four times a season.

Guards should be worn when walking around before and after you are on the ice. Guards should be taken off when you are not wearing your skates.

Blades should be dried thoroughly after each use and a pair of soakers (terry cloth covers) should be used to put on blades to absorb excess moisture and protect the blade.

Skates should **not** be stored with guards on. The moisture will stay in the guards and cause the blades to rust.

When polishing skates, use a polish specifically designed for skates or a good cream polish for leather.

Skates should always be tied so that they fit snug to the skater's foot, and excess laces secured.

THE ROLE OF THE FIGURE SKATING PARENT

Being a parent of a figure skater can be demanding, time-consuming, frustrating at times, but is always rewarding. Participating in any sport can help children to learn important lessons from which they can draw throughout their lives. For example, determination, the value of hard work, and, of course, good sportsmanship. Unfortunately, it is not always easy for a parent to discern their role in figure skating. Below we have included the *Parents Code of Conduct* put forth by U.S.F.S. as a guideline to help you and your child achieve the most from this experience.

U.S. Figure Skating Parent/Guardian Code of Conduct

Clinton Figure 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.

1. I will encourage good sportsmanship by my actions, demonstrating positive support for all skaters, coaches, and officials at every practice, competition and test session.
2. I will place the emotional and physical well-being of my child and others ahead of my desire to win.
3. I will encourage my child to skate in a safe and healthy environment by maintaining a respectful and courteous attitude to others.
4. I will promptly inform my child's coach of any physical/mental disability or challenge affecting my child that may affect the safety of my child or others.
5. I will teach my child that doing his/her best is more important than winning.
6. I will not ridicule, bully, blame, or yell at my child or other skaters, coaches, officials or volunteers in response to a poor performance or for any other reason.
7. I will do my best to make skating fun at all times and will remember that my child participates in sports for his/her own enjoyment and satisfaction.
8. I will teach my child to treat other skaters, coaches, fans, volunteers, officials, and rink staff with respect, regardless of race, creed, color, sexual orientation or ability. I will also take action and report any acts of bullying, harassment or abuse to the appropriate authorities.
9. I will applaud any effort in both victory and defeat emphasizing positive accomplishments and learning from mistakes.
10. I will teach my child to resolve conflicts calmly and peacefully without resorting to hostility or violence.

11. I will be a positive role model for my child and others.
12. I will demand a figure skating environment for my child that is free of drug or alcohol abuse and agree that I will not use or provide to a third-party any illegal drug prohibited by applicable federal, state, or municipal law.

To these we add the following:

Ask questions – The professionals are always happy to answer any questions you may have regarding your child’s progress. This too helps the child know that you are interested and supportive.

Do not fall prey to gossip – Gossip about coaches, other skaters and club members demeans all and teaches the children poor sportsmanship.

Do consult the By-Laws for matters of conflict resolution. In the event a conflict should arise between individuals within the club (e.g., parent – coach, parent – parent), please refer to **Article X of the Club By-Laws titled “GRIEVANCE AND DISCIPLINARY PROCEDURES”**. The by-laws are available on our club website under the “About CFSC” menu. Our website is located at www.clintonfsc.com.

CLINTON FIGURE SKATING CLUB'S CODE OF CONDUCT

Skaters conduct on and off the ice shall be above reproach. Clinton FSC requires members to show sportsmanship, respect, dignity, and courtesy at all practices, testing sessions, competitions, and with verbal, written and online communications.

- Skaters are expected to be polite and show respect toward all fellow club and other clubs' members, coaches, parents, board members, and others.
- Skaters are to provide coach with undivided attention during all team and/or group practices.
- Skaters are to show respect for other people's, the club's and community property.
- Swearing, discourteous language or disrespect is not allowed at any time, nor is it to be directed toward any individual.

If coaches, rink parents or board members witness any of the following inappropriate behaviors of CFSC members, the CFSC Code of Conduct will be enforced:

- Swearing, discourteous language or disrespect used toward the coach, another skater, team coordinators, board members, or members of other clubs and/or their coaches and coordinators.
- Spitting.
- Extreme displays of anger.
- Destruction of rink or locker room property.
- Intentional disruption of skaters who are trying to work.
- Possession of alcoholic beverages or illegal drugs.
- Any communication that is intended to harass, belittle, threaten or humiliate.
- Any material or communication that contains vulgar obscene or indecent language or images.
- Statements that are bigoted, hateful or racially offensive.
- Any illegal activity.

Violations may be issued by coaches, board members or club officers. If a members has displayed problems as defined by this Code of Conduct, the following shall apply:

First Violation: Skater may be asked to leave the ice. Parent/Guardian will be notified and the violation will be documented.

Second Violations: All that applies to the First Violation and skater may be suspended from skating and CFSC activities for one week.

Third Violation: Skater will be referred to the CFSC's Board of Directors for determination of further disciplinary action.

No member shall be expelled without the right to a "hearing".

As such, skaters, or their responsible designee, will abide by all rules or submit to the appropriate disciplinary action.