



Club Policies and Procedures for the 2011 – 2012 Season

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Message From The Club

Hello and welcome to another season of skating. We hope that this year you will improve your skills as well as having loads of fun!

Please have a look through this policy and procedure manual. If you have any questions, please do not hesitate to contact one of the executive members listed below.

Club Executive

Position	Name	Email Address
President	Jeff Sutton	president@skatemountpearl.ca
Vice-President	Darrin Bent	vp@skatemountpearl.ca
Treasurer	Perry Dalton	treasurer@skatemountpearl.ca
Secretary	Kathleen Woodland	secretary@skatemountpearl.ca
Director of Coaching	Kevin Walsh	coach.rep@skatemountpearl.ca
Past President	Brenda Sweetapple	
Director of Canskate	Rolene McGettigan	canskate.coordinator@skatemountpearl.ca
Director of Synchron	Jacqui Broadhagen	synchro.coordinator@skatemountpearl.ca
Director of Ice Show	Anne Marie Quinn	ice.show.coordinator@skatemountpearl.ca
Director of Registration	Michelle Edison	registration.chair@skatemountpearl.ca
Director of Test/Competitions	Lori Sutton	test.chair@skatemountpearl.ca
Director of Publicity	Tracey Hillyard	publicity@skatemountpearl.ca
Sports Alliance Representative	Thomas Hawkins	sport.alliance.rep@skatemountpearl.ca
Webmaster/Database Administrator	Thomas Hawkins	webmaster@skatemountpearl.ca

Refund and Cancellation Policy

Refund Policy

All refunds are subject to a minimum non-refundable Skate Canada membership fee of **\$35.00**. Refunds will be considered on an individual basis. If requested, a refund will be issued within the first two weeks after the start of the skating session. No refunds will be issued after two weeks unless it is due to medical reasons and a medical certificate is supplied.

Cancellation Policy

In the event a session is cancelled for any reason, the Club will, if possible, provide a make-up session. All make-up sessions will be contingent on the availability of additional ice time. For Junior and Senior skaters, it may be necessary to schedule a make-up session on a different day from your child's normal skating session. The make-up sessions for Pre-Canskate, Canskate, Pre-Junior and Adult Learn To Skate will be on the normal skating day; the time and location will be posted on the web site. The club will not provide a rebate or refund of registration fees for cancelled sessions. We will make every attempt to find another time, however this is not always possible. Please check our website for any cancellations at www.skatemountpearl.ca.

Pre-Canskate

Pre-Canskate is the basic learn to skate program offered by the club. It is for very young children who are first time skaters and is designed to give them the very basics of skating and to be a fun experience.

Parents are allowed to attend on ice with their child . However, due to insurance policies, the parents must pay a non-transferable insurance fee of \$35.00 per parent.

Toys are available for kids on the ice, as well as pushcarts. Parents are welcome to bring their own toys/carts/hockey sticks for their children.

All skaters must have a CSA approved ice skating helmet. *Bike helmets are not acceptable.*

Warm clothing and mittens or gloves are recommended. Snow suits/pants tend to restrict movement and are not recommended.

All Pre-Canskate sessions are 10 weeks in duration. In the event a session is cancelled for any reason, the Club will, if possible, provide a make- up session. All make-up sessions will be contingent on the availability of additional ice time.

Please see our website for costs, skating times and more information: www.skatemountpearl.ca

Canskate

Canskate is the Skate Canada flagship learn-to-skate program. The Canskate program teaches fundamental skating skills like skating forwards, backwards, how to stop, turn, spin and jump. The skills are taught and emphasized through fun activities and continuous movement in small groups. Skills are assessed frequently, and there are many incentives available to reward participation. Badges are also awarded at each level. Canskate graduates can progress on to other Skate Canada programs. Instruction is on a group basis, with one professional coach to approximately 20 skaters on the ice, and sufficient programme assistants (older skaters aged 12 and up, usually participants in the Club's Test program and past club adult volunteers) to ensure a good coach to skater ratio.

All skaters must have a CSA approved ice skating helmet. Bike helmets are not acceptable. Parents are not allowed on the ice with their children and no hockey equipment is allowed on the ice. Skaters should be dressed warmly but not in clothing that is restrictive. Parents of Canskate children must have someone at the arena that is responsible for their child while he/she is on the ice.

All Canskate sessions are 10 weeks in duration. In the event a session is cancelled for any reason, the Club will, if possible, provide a make-up session. All make-up sessions will be contingent on the availability of additional ice time.

Please see our website for costs, skating times and more information: www.skatemountpearl.ca

Pre-Junior

Pre-Junior is designed for Canskaters who are near the end of the program and wish to make the transition to the StarSkate or Competitive Skate Canada Programs. Pre-Junior skaters can skate one or two sessions a week. The Pre-Junior session includes group lessons with a professional coach. Pre-Junior skaters skate one session a week with the Pre-Junior group. They also have the option of skating

an additional Canskate session, or a Junior session. The Junior session does not include coaching, and it is the responsibility of the parent to arrange for coaching.

Please see our website for costs, skating times, a list of Club coaches, and more information: www.skatemountpearl.ca

Junior/Intermediate/Senior

The Skate Canada Starskate Program offers skaters an opportunity to take optional tests in free skating, ice dancing, skating skills and artistic skating. These tests challenge a skater to learn and develop more advanced figure skating skills. Test skaters work independently and with group and/or private coaches to attain certificates from Preliminary to Gold levels.

The Skate Canada Competitive Program provides opportunities for skaters to compete in a variety of competitions from the regional level to the national and international level. Skaters compete in singles, pairs, dance and precision events at levels ranging from juvenile to adult. Skaters who exhibit aptitude for competitive skating can advance from club competition to provincial or national championships and beyond.

All skaters must be members of the Mount Pearl Skating Club in order to skate on our ice except for morning ice when available.

Please see our website for costs, skating times and more information: www.skatemountpearl.ca

Adult Learn To Skate

Our Adult Learn To Skate Program is designed for Adults of all levels, from people who have never skated before to former skaters who would like to brush up on their skills. The program consists of group lessons from a professional coach who is guided by the content of the Skate Canada Canskate program. It is a great way to meet new friends and have fun.

Please see our website for costs, skating times and more information: www.skatemountpearl.ca

Synchronized Skating

Skaters can also participate in a team activity called synchronized skating at all levels from beginner to adult. Skaters will have to tryout to be on these teams. Synchro skate is a great way to improve stroking skills and develops great team spirit!

Synchronized skating is ideal for skaters interested in a team activity. Basic manoeuvres, formations and transitions are taught in a social/team atmosphere. There are recreational and competitive opportunities for skaters who master the fundamental skills of Synchro skating.

At the beginning of the season there is a \$10 tryout fee per session per skater. This amount will be added to the skaters yearly-synchronized registration fee. The \$35 Skate Canada Fee must be paid before skaters are able to tryout for Synchro.

Please see our website for costs, tryout times, skating times and more information: www.skatemountpearl.ca

Program Assistants

Program Assistants are skaters who volunteer their time with the CanSkate program. Program Assistants are older skaters and are participants in the Club's Test program or adult volunteers.

In order to be a Program Assistant, skaters must be 12 years of age on or before August 31, 2012 and have completed the Program Assistant training and have passed their preliminary freeski test. No exceptions.

Program Assistants will be given a credit of \$5.00 each time they attend their Canskate session. These credits will be redeemable once per year, at the fall session.

Every Program Assistant is required to coach/assist at least once per week with the option of a second session at the discretion of the head coach and the Canskate Coordinator. If a skater is absent from their PA session, said skater **CANNOT** make this up on another session.

Our Program Assistants are an invaluable part of our club. In order to recognize them, we will be awarding one Program Assistant of the Year Award.

The criteria for this award is as follows:

1. Attendance - being on the ice on time for the session and being at your scheduled sessions
2. Attitude and respect towards the professional coaches, other program assistants, parents and children
3. Group movement – keeping the children moving
4. Using initiative leadership
5. Wearing clothing to identify them, as a Program Assistant.

Each Program Assistant will have to submit a post-dated cheque in order to receive their uniform. If the uniform is returned in good condition at the end of season, the cheque will be returned to the Program Assistant to be destroyed, if the uniform is not returned, or is returned in a damaged condition, the cheque will be cashed to pay for the uniform.

Please see our website for more information: www.skatemountpearl.ca

Ice Show Criteria

The Ice Show is the grand finale to our skating season in which our skaters get to showcase skills obtained during the past year.

The criteria is as follows:

1. There will be a maximum of 7 solos included in the ice show which will be chosen from medallists in both Solo and Triathlon events, starting with skaters who placed gold, silver then bronze, at Worlds then Canadians, Eastern Challenge, Sectionals and Provincials. If a skater attends eastern challenge or up they automatically get a solo in the ice show as these are qualifying events. If 7 solos are not available from the above, further solos will be chosen from top placing non medallists at Sectionals, Provincials then Regionals. *There will not be any solos for artistic or skills medallists. Artistic or Skills medallist group number might be considered if time permits.*
2. Maximum number of events a skater will be permitted to participate in will be two (2). For Example: If a child is skating with the Junior or Senior Group and was also a medallist and having a Solo in the ice show, this would constitute the two (2) events. Synchro Numbers and Pairs are not considered in the 2 event maximum.
3. All soloists will have to meet the following criteria:
 - a. All fees must be paid in full prior to the ice show.
 - b. Soloist must be registered to skate two (2) days per week with 80% attendance.
 - c. All skaters must PA at least once per week.
4. All Program Assistants (PA's) will have an opportunity to lead a can skate event during the ice show. (This is not considered one of the 2 numbers noted above in Number 2).