

## **WELCOME TO THE KSC 2009-2010 SEASON**

The Kent Skating Club Board of Directors would like to take this opportunity to welcome old and new members alike to the 2009-2010 skating season. We are off to a good start planning for the new season and look forward to a very exciting and enjoyable time at the rink with you and your families.

The Kent Skating Club website is currently undergoing a major overhaul. Please check it often for information on fundraisers and other upcoming events. The address is [www.kentskatingclub.net](http://www.kentskatingclub.net)

Please read the general ice guidelines in your packet carefully. These have been developed to assure the safety and effectiveness of the sessions and the opportunity for the skaters to have a positive skating experience. In order to reinforce the ice guidelines and ensure the safety of all on the ice, KSC Safety Town will be operating again in August. More details will follow on dates for this. If you have any questions, please email any of the Board members or track them down at the rink.

Your KSC Board members for the 2009-2010 season are:

Julie Zeager, President	President@kentskatingclub.net
Patrick Mail, Vice President	Vicepresident@kentskatingclub.net
Frank Obrezza, Treasurer	Treasurer@kentskatingclub.net
Kathleen Medicus, Secretary	Secretary@kentskatingclub.net
Karolyn Dunlop, immediate past president	
Stephanie Collins	
Vince Faverty	
Teri Tacchio	
Sarah White	

Once again, the Kent Skating Club Board of Directors welcomes you to the 2009-2010 skating season. We wish you a very positive and successful skating year and look forward to many fun-filled and rewarding activities with the membership. Your dedication and hard work on and off the ice will continue to make the KSC a great organization.

Have a wonderful year!

Return all forms with check or money order made payable to the Kent Skating Club by no later than August 15<sup>th</sup> to receive the discounted rate for ice. Per hour ice cost increases take effect August 16<sup>th</sup>, 2009. **For priority placement your application must be postmarked by August 15, 2009. Home club members will be assigned first. Applications postmarked after August 15 will be accepted on a first come-first served basis.** Mail all forms and documents with appropriate fees and information to:

Administrator  
Kent Skating Club  
P.O. Box 1122  
Kent, Ohio 44240

The following forms must be signed and submitted with the ice contract. An ice contract submitted without all of the required forms will be considered incomplete:

- 2009-2010 Ice contract
- New member requirement form - for first year members who wish to skate on club free sessions only
- Cooperative Involvement Form

The remaining enclosures should be immediately read and then kept for reference:

- KSC skating guidelines
- KSC Calendar

## **Kent Skating Club Skating Guidelines**

**Parents of minor skaters, please review these guidelines carefully with your skaters. Keep them for your reference.**

*In order that safety and camaraderie prevail at all times and that all skaters may derive their full benefit from each session, common sense, awareness, courtesy and safety must always be foremost in the minds of all members. If all members behave responsibly and closely follow the stated guidelines, each will benefit from safe, enjoyable and productive sessions.*

### **Ice Guidelines:**

All skaters **must** check in with the session monitor and have on file with the Club a medical / liability waiver before going onto the ice.

Late arrivals must check with the monitor to verify that their space is still available.

Walk-on skaters must pay the appropriate fee to the monitor before going onto the ice.

Walk-ons will be accepted in the following order:

- a. Home club members
- b. Associate members
- c. Out of club members (non-associate)

Reserved sessions may be sold after 5 minutes unless the monitor has been notified that a skater will be late.

Skaters must wait until the Zamboni has left the ice surface before entering the ice and must leave the ice immediately at the end of the session. (At no time should a skater be on the ice while an ice cut is in progress.)

Skate continuously when on the ice. When resting or talking, go to the hockey boxes or leave the ice. Do not congregate on the ice or at the boards. This makes good ice unavailable to those who wish to practice. A good rule of thumb is that jumps should be executed at the ends and spins in the middle.

Get up immediately after a fall unless you are unable to do so.

Always look both ways to see if the way is clear before entering the ice, leaving the boards or skating away from another skater or your instructor.

All skaters must utilize the full surface and may not claim a small area in which to practice.

Be aware at all times of who is around you and which skater's music is being played. Yield to the skater doing his/her program. That skater has the right of way on the ice and will be wearing an orange belt. Courtesy and skating etiquette require that skaters not in a lesson should defer to skaters that are in a lesson. Please remember that there will be times while in a lesson that someone else will give way to you so as not to disrupt a training session.

All skaters are to wear the program belts while doing their programs.

Learn to recognize a skater entering a jump, spin or other element so as not to cut them off, possibly creating a dangerous situation. Program skaters must also apply this awareness while skating their programs and realize that at times they must adjust accordingly.

Food and drinks may not be kept on the ice. Water must be kept in the hockey boxes.

Skaters must clean up after themselves following a session. Do not leave drinks, tissues or personal belongings behind when finished with a session.

### **Music Guidelines:**

The playing of music will begin after a 5 minute warm up period unless requested by an instructor.

Music should be turned in at the beginning of the session. They will be played in the order in which a request to play is received. If you refuse your program it will be moved to the end of the rotation.

Pros may request their current lesson's music only once every 15 minutes.

Pro lesson requests will be played in the order that they are received. Music from the regular rotation will be played in a 1-1 alternation between pros' lesson requests. Pros may only request music for the skater currently in their lesson. Programs which have already been announced will be played prior to a pro request.

A pro request may be refused if a skater's music has been played previously and it is apparent that not all skaters will have the opportunity to have their programs played. (If a session is crowded and it appears that not all music may be played a skater or their professional might be wise to request that their music be held until their lesson time.)

A skater with more than one piece of music may have one played in the first rotation and the other in the second if the opportunity arises.

If a session is very small the monitor may elect to play music by request. Skaters may request their music *once* in each 15 minutes of the sessions. The monitor will balance these requests fairly and equitably. (Recreational music may not take precedence over program music.)

#### **Monitor Duties:**

The monitor will not begin a program at the end of the session if there is not sufficient time to complete it before the end of the session. Monitors will announce the end of the session. At that time skaters must quickly gather their belongings and clear the ice.

The monitor accepts the responsibility for fairly monitoring the KSC skating sessions according to the KSC guidelines for skaters.

The monitor is responsible for collecting walk-on monies and maintaining the walk-on log for the session during which they are monitoring. The final monitor of the evening is responsible for turning in the monitor log and monies to the appropriate place following the session.

The session monitor is in charge of the ice during the session he/she is monitoring and is to be treated with respect by skaters, parents and pros. Each is expected to cooperate with the monitor's requests.

The monitor should report to a KSC Board Member any serious concerns arising during a session. A written report may be requested for the consideration of the Board.

A skater, parent or pro who feels that a monitor is not performing properly or fairly is still expected to comply with the monitor at that time. He/she may then notify a Board Member of their concern. A statement of the problem and concern may be requested in writing for the Board's consideration

#### **Additional Notes:**

##### **Parents and Spectators**

Parents and spectators **must** remain in the stands while observing skaters.

Our ice is quite crowded and visual and auditory distractions at the windows make it difficult for the skaters to focus on the activity on the ice, creating a greater potential for accidents and injuries.

##### **Dress Code:**

This dress code applies to all skaters and professionals on KSC ice, and is in accordance with the USFSA Rulebook.

Females: skirts, dresses, fitted leggings/pants, warm ups or club wear.

Males: pants, shirts, warm ups or club wear.

No clothing, jewelry or hair attire that may come off or lose pieces on the ice.

No hats with brims or hoods on the ice.

Clothing should be appropriate and non-revealing. KSC reserves the right to request anyone improperly attired leave the ice until proper attire can be worn.

##### **Ice Divots:**

As some of our skaters become stronger and more energetic in their jumping skills, an occasional pick into the ice will result in a fairly large piece popping out and sliding across the ice. If you happen to make one of these "divots" and realize that it has happened, please replace it in the following manner. Scrape a little "snow" into the hole, replace the piece of ice and pour a bit of water over the space. It will heal quickly and can then be leveled with your blade.

**Competition Forms:**

Competition forms must be fully completed before being signed by a Club official. As a general rule those able to sign applications are the Club President, Vice President, Secretary, and Treasurer. Some applications are a bit more specific as to who can sign, so check carefully to see whose signature is required on each application.

Unsafe practices and rule infractions will not be tolerated and may be cause for reprimand from a monitor or a member of the KSC Board of Directors. Any monitor, professional instructor or KSC Board Member may rightfully request that a skater cease unsafe or antagonistic behavior. (This must be achieved in a professional manner.)

We trust that all members, skaters, monitors and pros will abide by these guidelines and do their part to make the KSC sessions safe and productive for all members. We wish to thank the monitors for their efforts and wish all of you great times and much joy in skating.

# The Kent Skating Club Ice Reservation and Fee Guidelines 2009 – 2010 Skating Season

## 1. Definition of Sessions:

- a. **Open General:** All Skaters including LTS skaters level 1 and above permitted. LTS skaters below level 4 must be in a lesson with coach for 30 minutes of the session.
- b. **General:** All Skaters including LTS skaters level 4 and above permitted.
- c. **Club Free:** available to skaters meeting the minimal club requirements - see the attached new member form for information.
- d. **Moves:** All Skaters including LTS skaters level 4 and above permitted.
- e. **Limited Free:** Skaters must have passed the pre-preliminary moves test to be eligible to skate on this session.

## 2. New Members:

New members who wish to skate on a club free session must have passed the USFS Pre-Preliminary Freeskate Test or have a New Member Authorization form on file. This form is attached to this packet. LTS skaters level 4 and above are permitted on General sessions. LTS skaters below level 4 may skate on Open General sessions only, and only if having a lesson for 30 minutes of the session.

## 3. Schedule Adjustments:

Ice reservations are made for the entire season. (University students may request a one-time change in their contract between semesters if a change in class schedules conflict with their current skating schedule. Such requests must be submitted in writing to the Administrator no later than Dec. 1, 2009 and must include a copy of the class schedule. Such adjustments will take effect in January 2010.)

- Additions to your schedule may be made at any time providing ice is available.
- The Board of Directors will consider other requests for schedule changes on an individual basis.
- Sessions may be dropped only if there is a waiting list for that session.
- Failure to fulfill your contract will result in loss of good standing with the Kent Skating Club and US Figure Skating.

## 4. Refunds & Fee Adjustments:

Requests for refunds or adjustments in fees due to extended illness or injury must be accompanied by a physician's document. Requests shall be directed to the Administrator and acted upon by the KSC Board of Directors. There are no refunds for occasional missed sessions due to competitions, school conflicts, vacations or common illnesses of less than three weeks duration. Adjustments may be requested for serious illnesses and injuries. Such requests must be accompanied by documentation from a physician to be considered by the board. Once a skater has returned to the ice, future absences will be considered as new and separate instances.

## 5. Make Up Coupons:

Make up coupons will be issued in September. Skaters will receive one coupon for each session purchased to help cover an occasional missed session. Skater must miss a session before using a makeup coupon. Further details about the procedure for using make up coupons will be provided with the coupons.

## 6. Ice Fee Payments:

Ice payments are made monthly. The payment amount is calculated by dividing the total of the skater's ice contract by 8. **Payments are due on the 15<sup>th</sup> of each month with the first due on Aug. 15<sup>th</sup> and the last on March 15<sup>th</sup>.**

## 7. Late Payments and Returned Checks:

A \$25.00 late fee will be assessed for payments received more than 7 days following the due date. Any skater still in arrears 10 days after the due date will be excluded from the ice until all past due payments and fines have been received. Skaters who are excluded from club ice may not participate in other club functions during that time.

A skater's account will be assessed at the current bank rate for non-sufficient funds (NSF) plus a \$10.00 service charge for any checks returned to the club. NSF checks will be considered late payments and treated as such.

## 8. Payment Adjustments:

Any requests for changes in payment dates, monthly payments, decreases in contracted ice times, assessment waivers or other such matters must be made in writing to the Board of Directors of the Kent Skating Club. They may be addressed to the administrator or a club officer.

# New Member Requirement Form - Club Free Sessions

This form is required for all new members who have not passed the Pre-Preliminary Freeskate Test and wish to skate on the Club Free Sessions.

## I. Club Free Requirements:

The skater must demonstrate competency of the following elements.

1. Forward stroking in both directions
2. Forward and backward crossovers
3. Hockey stop
4. One foot spin
5. All of the following jumps
  - a. Waltz jump
  - b. Toe loop
  - c. Salchow
  - d. Half flip

In addition, the skater must demonstrate a comprehension of the rules of club skating and possess the maturity to effectively follow those rules. Skaters who are found to habitually cause unsafe situations on the ice will be asked to delay skating on club sessions until they are able to effectively manage such sessions.

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## New Member Verification form

As a professional instructor of the Kent Skating Club, I do verify that the following skater meets the following standards:

\_\_\_\_\_  
(Skater's name)

\_\_\_\_\_ has demonstrated competency of the KSC  
minimal skills requirements listed above

\_\_\_\_\_ has passed the Pre-Preliminary Test  
(Skaters having passed the Pre-Preliminary test may skate on any and all sessions offered.)

\_\_\_\_\_  
signature of skater's club instructor

\_\_\_\_\_  
date

\_\_\_\_\_  
signature of club instructor not instructing this skater

\_\_\_\_\_  
date

## 2009-2010 Cooperative Involvement Form

Kent Skating Club, as a non-profit organization, requires many hours of planning to function to the benefit of the skating community for which it was created. Please fill out this form so that committee chairpersons and board members can contact you to help keep the club functioning smoothly. Thanks for your support of the KSC!

### Ice Monitor:

*Monitoring of the ice sessions is an important service that parents of skaters must provide as monitors are essential to the effectiveness of the sessions. They are in charge of the sessions to take attendance, collect walk-on fees, play music programs and to keep the sessions running smoothly and safely. Having a monitor present at each session is crucial to the operation of the sessions and the safety of the skaters. Please indicate below which sessions you would be able to monitor. New Monitors will receive training.*

Monday	General _____
	Moves _____
	Club Free _____
Tuesday	Open General _____
	Club Free _____
	Moves _____
	Limited Free _____
Friday	Club Free _____
	Moves _____
	General _____

### Competitions:

*Please circle the listed areas in which you will be available for our competitions. Pick two for each competition. The competition committee will confirm*

#### Sk8ober Fest October 3-4, 2009

Set-up Friday Night	Break down Sunday night	Bring Baked goods	
Work Boutique	Help at Registration	Monitor events	Help with Awards

#### Skating For Skills March, 2010:

Set-up Friday Night	Break down Sunday night	Bring Baked goods	
Work Boutique	Help at Registration	Monitor events	Help with Awards

### Misc. Events:

*In addition to the above two categories, we have several smaller events over the course of the season.*

I would like to help with a test session \_\_\_\_\_

I would like to help by working at a dress sale \_\_\_\_\_

I would like to help with other special assignments from the Board. List any special talents or skills you have that could be useful to the club. \_\_\_\_\_

As the parent/guardian of a minor skater or an adult skater, I understand that the commitment to the above events is in addition to my fundraising requirement of \$250 per skater or \$300 per family for the 2009-2010 season.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date